

# Member Panellist

## Volunteer Role Descriptor

### 1. Introduction

The Member Panel(s) are responsible for the review of applications for membership and professional registration. Member Panels report into the Membership Committee, which is a Committee of the IMarEST Council.

The Member Panels will review applications on the first week of each month.

### 2. What you will be doing

#### Main duties:

- Review applications for Member grade (IMarEST) where eligibility is uncertain, providing an informed recommendation
- Assess applications for professional registration via accredited courses for the Engineering Council, Science Council, and IMarEST Registers (Stages 1 and 3)
- Evaluate applications for Fellowship

#### Supplementary duties:

- To occasionally review other applications as requested by the Membership Committee

### 3. About you

You will be:

- a current Chartered Member or Fellow

Member Panellists are expected to have experience in one or more of the following:

- an interest and relevant knowledge of career development
- an understanding of diverse professions and environments
- proficient oral and written communication skills

### 4. How you will benefit

There are many benefits to volunteering as a Member Panellist including:

- putting assessor skills into practice
- enhancing communication and leadership skills, with opportunities for networking with colleagues
- supporting the global profession
- exposure to technical developments that may be outside your own experience
- increasing understanding of the development of higher education and further education courses, as well as other experiential learning

Volunteering contributes to your continuing professional development (CPD).

## 5. Time Commitment

It is anticipated that the average time commitment is approximately three to four hours per month.

You will be assigned applications to review and score, with then the possibility of discussing them with the member panel, who meet remotely 2 two months.

## 6. Period of appointment

There is no term length for this post.

## 7. How to apply & appointment method

Please visit our [volunteering pages](#) on the IMarEST website and complete the application form provided.

## 8. Induction and Training

Guidance will be provided on both the developmental and operational activities of the committee.

In order to increase their knowledge of the procedures within the scope of Member Panel, members will be encouraged to undertake training on volunteer roles that fall under the remit of the Member Panel. Members will also be expected to keep up to date with standard volunteer training, e.g. General Data Protection Regulation (GDPR) training.

## 9. Further Information

### Expenses for the activities:

There are no expected expenses for this role. Any expenses must be agreed in advance and claimed back using IMarEST's expenses policy.

Is this role location specific?	No
Closing date	05/01/2025
Number of roles available	11

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