Chartered Environmentalist

Applicant guide
| 1  | Introduction | 1 |
| 2  | Eligibility  | 3 |
| 3  | Process      | 4 |
| 4  | Your application | 6 |
| 5  | Your interview | 8 |
| 6  | Competencies | 9 |
1 Introduction

The Society for the Environment is an independent, not for profit organisation incorporated by a Royal Charter and responsible for awarding the title Chartered Environmentalist (CEnv) to professional individuals through its licensed member bodies.

Chartered Environmentalists come from no single profession: the qualification embraces a wide range of disciplines. CEnv status denotes sound knowledge, proven experience and a profound commitment to environmental best practice and is an excellent way of recognising virtuosity in environmental management and sustainability.

The benefits

The qualification benefits all concerned with the environment:

- the public, who can be confident in the knowledge and competence of an environmental practitioner
- practitioners, by identification as a professionally qualified environmentalist that puts them at the forefront of their profession
- employers, with confirmation of the professional ability and competence of employees and applicants
- governments and governmental bodies, seeking to appoint advisers or consultants, who will be assured about an individual's competence
- professional bodies, who will be able to benchmark the qualification for membership processes
- higher education, in setting and monitoring benchmarks for environmental courses and promoting study programmes
- regulatory bodies, who could be confident in specifying the chartered environmentalist qualification in legislation and regulations.

Accreditation sets Chartered Environmentalists apart from those who are not accredited. It allows you to demonstrate:

- proven knowledge, understanding and competence and commitment to professional standards and enhancing competence
- a proven edge when applying for posts, whether or not this is a requirement in the job specification
- legal credibility, enabling expert witness participation at a defined standard.

The Chartered Environmentalist status establishes professional environmentalists on a par with other professionals. It serves the needs of a broad range of environmental professionals and it is expected it will become the international benchmark.
Promotion
Your details will appear on the RICS Chartered Environmentalist register allowing clients to find you.

Society for the Environment
The Society for the Environment website includes a dedicated and exclusive CEnv Area where you can gain access to additional papers and contribute to discussion forums. If you subscribe to the mailing list you will also receive the SocEnv quarterly newsletter and updates. Visit www.socenv.org.uk.
RICS is a full member body of the Society for the Environment licensed to accredit RICS members with the Chartered Environmentalist qualification. All applicants must:

- be an RICS chartered member
- have a relevant master’s level degree or equivalent level of knowledge
- have sufficient, relevant and responsible practical experience to be able to demonstrate the competencies (see page 9)
- demonstrate underpinning environmental knowledge and an ability to apply it in practice.

If you have unresolved complaints or other conduct issues on your RICS record, your application cannot be considered.

If you would like to discuss your eligibility, please email accreditations@rics.org or call +44 (0)20 7695 1795.

The application fee is £200.

To be relevant, practical experience must be environmental in nature. Ordinarily, applicants should have at least the equivalent of four years’ full-time relevant work-based practice.

Society for the Environment’s Code of Ethics

All applicants must sign a declaration to comply with the Society’s Code of Ethics.

As a Chartered Environmentalist I will:

- act in accordance with the best principles for the mitigation of environmental harm and the enhancement of environmental quality
- strive to ensure that the uses of natural resources are fair and sustainable taking account of the needs of a diverse society
- use my skills and experience to serve the needs of the environment and society
- serve as an example to others for responsible environmental behaviour
- not engage in conduct involving dishonesty, fraud, deceit or misrepresentation or discrimination
- commit to maintaining my personal professional competence and strive to uphold the integrity and competence of my profession.
3 Process

**Application form includes:**
- summary of experience (500 words)
- 12 x competency statements (150–200 words each)
- payment of application fee (£200)

**Outcome:** Advised of interview or ineligibility within 20 working days

**Interview**

60 minute interview by 2–3 assessors includes:
- 10 minute personal statement
- questions from panel

**Outcome:** Advised of result within 5 working days

**Accreditation**

**Obligations include:**
- payment of registration fee (£100)
- commitment to SocEnv Code of Ethics

**Outcome:**
- Listed on register of RICS Chartered Environmentalists
- Issued certificate by SocEnv

**Annual obligations**
- annual subscription (£100)
- maintain appropriate CPD
Application

Purpose
Your application provides the assessment panel with details of your experience to inform the interview.

Outcome
Your interview will be confirmed within 20 working days. If your application is unsuitable you will be advised to reapply (see page 7).

If you decline more than two interviews an administration charge of £100 will apply. Cancellations made with less than 24 hours notice will also be subject to this fee.

Interview

Purpose
The panel interview seeks to confirm your knowledge, experience and understanding of the competencies.

Your application alone will not be used to judge your competence and will not determine the result of the interview.

The interview is conducted by at least two (maximum three) Chartered Environmentalists who have been trained as assessors. One will act as chairperson and will be responsible for managing the interview.

An observer may ask to be present at your interview. They will not engage in the interview process and you have the right to object to their presence.

Outcome
You will receive the result within 5 working days of your interview. The result will be issued to you via email so please ensure RICS has your up to date contact details.

Accreditation
If you are successful at interview you will be asked to pay an initial registration fee of £100.

On receipt of your registration fee your details will be added to the online register of RICS Chartered Environmentalists. Your details will also be sent to the Society for the Environment who will issue you with a certificate.

As a Chartered Environmentalist you are subject to the following obligations.

- ongoing monitoring by RICS Regulation
- completion and recording of appropriate continuing professional development (CPD)
- payment of an annual subscription fee of £100. This will apply from January–December each year.

View the RICS Rules for Registration for more information.
4 Your application

Professional details
You must provide:
• personal details
• evidence of relevant academic and professional qualifications
• a CV
• a summary of experience (see below)
• two referees (see below)
• a signed declaration
• payment of the application fee.

Summary of experience
Word limit: 500 words
Your summary should set out your position on environmental practice. You should focus the summary on your current job role and include leadership and management experience if it applies.

Applications that exceed the word limit will be returned for resubmission.

Referees
Referees are expected to be mentors, sponsors or supervisors. You must state your relationship to the referees and the number of years known. Ideally, they should be Chartered Environmentalists.

Following your application, you may be required to submit a full CPD record in accordance with Regulation rules. RICS members should maintain up-to-date records on the online CPD management tool. Visit www.rics.org/cpd for more details.

Competency statements
You must provide individual statements against all 12 competencies.

Criteria
Word limit: 150–200 words per statement
• each case study should show your substantial involvement in the work
• use the competency guidance on page 9 to focus your statements on significant elements
• include examples of how you have demonstrated the competencies
• write in the first person ('I' not 'we') to ensure you demonstrate your experience
• the statements should be professional and reflect a high standard of communication.

Applications that exceed the word limit will be returned for resubmission.

If your application is unsuitable

Your application will be checked against the criteria and guidance above. Your application may be returned if it does not meet the criteria, ignores the guidance or does not provide the necessary information. You will need to resubmit your application, which may delay your interview.

Examples of unsuitable applications include:

• incomplete or missing information
• unprofessional or poor written communication
• exceeding the word limits
• failure to demonstrate suitable experience to inform interview process
• any other concerns or issues.
5 Your interview

Requirements

Time: 60 minutes

You must prepare a 10 minute statement to support your application. Examples of issues that may be covered in the statement include:

- review of past development and learning and overview of future professional development
- short description of a project
- analysis of a topical issue with reference to your experience in the area
- a review of recent learning and an explanation of its benefit to your job role
- example(s) of your role in assisting with the CPD of others and a description of the business benefits obtained.

A simple oral presentation only is required. Visual aids and handouts will not be accepted.

Prepare for the interview by reading:

- your application
- your competency statements
- the Chartered Environmentalist competencies (see page 9)
- about current issues.

Structure

Welcome by chairperson 5 minutes

Your personal introduction 10 minutes

Discussion on your overall experience 40 minutes

Chairperson to close 5 minutes

Before the end of the interview, you will be given the opportunity to review any previous answers and clarify any areas of uncertainty. You will also be able to ask the panel any questions.

Following the interview the panel will review your experience and reach a conclusion.

If you are unsuccessful

If you are referred at interview you will be offered the opportunity to come forward for assessment again. You will receive a referral report detailing the following information:

- an explanation of why you have not met the required standard
- advice on any weaknesses
- details on submitting for reassessment
- details of the appeal procedure.

RICS’ appeals procedure is the first level of appeal. Referred applicants will have the option to make a second and third appeal to the SocEnv registration authority and SocEnv board respectively.
The competencies are a generic standard that you will be assessed against. You must demonstrate how you meet each of the following 12 competencies.

You must be able to demonstrate an awareness of the special considerations, philosophies, techniques and principles associated with being an environmentalist. However, it is recognised that your competence is likely to be sector specific and you will have a unique engagement with the environment dependent upon your job role, experience and qualifications.

A  Application of knowledge and understanding of the environment to further the aims of sustainability

A1 Have underpinning knowledge of sustainability principles in the management of the environment.

This normally includes the ability to:

- critically analyse, interpret and evaluate complex environmental information to determine sustainable courses of action
- understand the wider environmental context in which the area of study or work is being undertaken
- understand the importance of maintaining and enhancing natural cycles and biodiversity in achieving sustainability
- reformulate and use practical, conceptual or technological understanding of environmental management to develop ways forward in complex situations.

A2 Apply environmental knowledge and principles in pursuit of sustainable environmental management in professional practice.

This normally includes the ability to:

- conceptualise and address problematic situations that involve many interacting environmental factors
- determine and use appropriate methodologies and approaches
- critically evaluate actions, methods and results and their short and long-term implications
- actively learn from results to improve future environmental solutions and approaches, and build best practice
- negotiate the necessary contractual and agreed arrangements with other stakeholders.

A3 Analyse and evaluate problems from an environmental perspective, develop practical sustainable solutions and anticipate environmental trends to develop practical solutions.

This normally includes the ability to:

- analyse and evaluate problems, some complex, from an environmental
perspective working sometimes with incomplete data
• demonstrate self-direction and originality in tackling and addressing problems
• demonstrate a critical awareness of current environmental problems and anticipate the impact of future environmental trends
• critically analyse and embrace new environmental information and seek new knowledge, skills and competences in the field of environment based on the most recent scientific, social, economic, cultural and technical developments and understanding.

B  Leading sustainable management of the environment

B1  Promote behavioural and cultural change by influencing others in order to secure environmental improvements that go beyond minimum statutory requirements.
This normally includes the ability to:
• develop good practices (best practice) by actively learning from results to improve future environmental solutions and approaches
• help, mentor and support others to understand the wider environmental picture
• advocate sustainability concerns and environmental issues, encourage others to actively contribute to environmental protection and sustainability.

B2  Promote a strategic environmental approach.
This normally includes the ability to:
• demonstrate self-direction and originality in developing strategies for sustainable development and environmental improvement
• actively collaborate and engage with other disciplines and stakeholders and encourage multi- and inter-disciplinary approaches to environmental challenges
• identify constraints and exploit opportunities for the development and transfer of environmentally appropriate technology
• identify areas of uncertainty and risk including health and safety, environmental, technical, business and reputational.

B3  Demonstrate leadership and management skills.
This normally includes the ability to:
• exercise autonomy and judgement across environmental and sustainability issues
• motivate and influence others to agree and deliver environmental objectives
• identify individual needs, plan for their development, assess individual performance and provide feedback
• reflect on outcomes, identify and pursue improvements on previous practice.

C  Effective communication and interpersonal skills

C1  Communicate the environmental case, confidently, clearly, autonomously and competently.
This normally includes the ability to:
• deliver presentations to a wide spectrum of audiences
• lead and sustain debates
• contribute to and chair meetings and discussions
• identify, engage with and respond to a range of stakeholders.

C2 Ability to liaise with, negotiate with, handle conflict and advise others, in individual and/or group environments (either as a leader or member).

This normally includes the ability to:
• understand the motives and attitudes of others and be aware of different roles
• influence decision-making
• seek the opinions and contributions of others
• promote development opportunities and activities
• champion group decisions and manage conflict for the achievement of common goals and objectives.

D Personal commitment to professional standards, recognising obligations to society, the profession and the environment

D1 Encourage others to promote and advance a sustainable and resilient approach by understanding their responsibility for environmental damage and improvement.

This normally includes the ability to:
• inform and encourage others to consider environmental sustainability issues and the consequence of their decisions and actions.

D2 Take responsibility for personal development and work towards and secure change and improvements for a sustainable future.

This normally includes the ability to:
• recognise the value of CPD to the profession
• have a strong desire to learn
• value and actively pursue personal professional development.

D3 Demonstrate an understanding of environmental ethical dilemmas.

This normally includes the ability to:
• understand the nature of professional responsibility
• identify the environmental ethical elements in decisions
• address and resolve problems arising from questionable environmental practice.

D4 Comply with relevant codes of conduct and practice.
Advancing standards in land, property and construction.

RICS is the world’s leading qualification when it comes to professional standards in land, property and construction.

In a world where more and more people, governments, banks and commercial organisations demand greater certainty of professional standards and ethics, attaining RICS status is the recognised mark of property professionalism.

Over 100 000 property professionals working in the major established and emerging economies of the world have already recognised the importance of securing RICS status by becoming members.

RICS is an independent professional body originally established in the UK by Royal Charter. Since 1868, RICS has been committed to setting and upholding the highest standards of excellence and integrity – providing impartial, authoritative advice on key issues affecting businesses and society.

RICS is a regulator of both its individual members and firms enabling it to maintain the highest standards and providing the basis for unparalleled client confidence in the sector.

RICS has a worldwide network. For further information simply contact the relevant RICS office or our Contact Centre.