

INSTITUTION COUNTRY REPRESENTATIVE

VOLUNTEER ROLE DESCRIPTION

We are looking for members with a passion for the engineering profession who would like to represent and support local members by volunteering to be the representatives for their local area. These persons should demonstrate a real interest in promoting the engineering profession and the Institution's vision and objectives locally.

THE INSTITUTION

Through becoming a representative for the Institution you will have the opportunity to act as a champion for engineering and to truly influence the future direction of your Institution. You will be ideally placed to contribute to the global perspective of IMechE and the Institution's vision of 'Improving the world through engineering'

THE INTERNATIONAL STRATEGY BOARD

To contribute to the institution's objectives, the International Strategy Board (ISB) has launched a strategy to:

- Broaden and grow membership
- Strengthen links with members and increase engagement
- Develop awareness of engineering and raise IMechE's profile

The International Regions are pivotal to the international volunteer support structure and are designed to provide a solid support network for local member representatives. Via the Region Chairman's representation on the ISB, the views of members from all over the world will contribute to the Institution's international strategy. The International Region set up is divided into: the Americas, Europe, Middle East and Africa, Oceania, Southern Asia, South East Asia and North East Asia.

THE REGION

The regional committee consists of all Institution representatives within the geographical remit of the Region and reporting and planning will occur through regular local meetings of the regions. Each region will have a Chairman and Young Member Representative who form part of the International Strategy Board (ISB) and who are responsible for the design and monitoring of the International Strategy.

YOUR ROLE

The main role of a Representative is to provide a link for members living within the area to the Institution. You may be supporting local members with membership queries, organising activities locally that meet the institution's objectives, or raising local issues at Regional meetings.

RESPONSIBILITIES

- Represent and promote the Institution and its vision and values
- Actively contribute to and take ownership of the Institution's Strategic Objectives
- Run at least one local initiative per year that meets the objectives of the Institution
- Provide support for local members with local activity and membership advice
- Raise the profile of the Institution and the engineering profession locally
- Forge and maintain links with relevant local engineering organisations
- Represent local members at forum meetings
- Actively contribute to the delivery of the Institution's objectives locally
- Provide feedback on your experiences as a volunteer
- Draw on your skills and experience to support IMechE activities

- Ad hoc professional reviews and organisation of interview panels
- Opportunity to take part in ad hoc assignments concentrating on specific initiatives coming out of Regional meetings and the International Strategy Board

TERMS OF OFFICE

The position of Representative is held for three years. After this time period, a Representative can stay in the position for a maximum further three year period before a new Representative is sought, subject to agreed approval.

BENEFITS TO YOU

By taking up this role, you will have the opportunity to demonstrate and develop a range of skills including:

IT	Leadership	Management
Communication	Project Management	Motivating
Self management	Team working	Responsibility
Budgeting	Problem solving	Commitment
Marketing	Networking	Delegating
Research and planning	Organisational	Mentoring

OUR COMMITMENT TO YOU

- Relevant training and development
- Access to the Institution's governance
- Access to the IMechE volunteer network
- Access to support tools
- Reimbursement for any out of pocket expenses incurred while on IMechE related voluntary work (e.g. travel and subsistence to be agreed in advance)