**** **Arboricultural Association**

** Chartered Environmentalist**

**Applicant Information Pack**

Introduction

“...Sustainability is about the integration of environmental, social, and economic components of our lives and finding ways in which we can advance civilization without destroying natural diversity and depleting scarce natural resources of our planet...” (Dr Peter Matthews)

“CEnv status offers practitioners recognition beyond their specific sector, denoting competence in and commitment to sustainability and environmental best practice. Over time, it is raising standards across sectors, and enabling diverse but interconnected disciplines to see themselves as part of a wider environmental profession.

All Chartered Environmentalists share the ability to apply knowledge and understanding of environmental best practice to further the aims of sustainable development and to put them at the forefront of their professional practice.” (Chartered Environmentalist)

The Arboricultural Association is proud to be licenced to award its Professional and Fellow Members the status Chartered Environmentalist if they can demonstrate at least four years relevant experience, relevant academic qualifications or experience and can demonstrate knowledge of, competence in, and engagement with, sustainable management of the environment.

### Scheme Structure, Rules and Conditions

Chartered Environmentalist is a status that the Arboricultural Association, as a Licenced body of the Society for the Environment, can confer on members who can demonstrate their competence and engagement in, and knowledge of, sustainable policies and practices.

To become a Chartered Environmentalist an Applicant must:

* Be a Professional or Fellow member of the Arboricultural Association
* Have a relevant Master’s level degree or be able to demonstrate an equivalent level of knowledge
* Have sufficient relevant and responsible practical experience to be able to demonstrate CEnv Competences. We would expect a minimum of four years’ experience at a practitioner/manager level.
* Demonstrate underpinning environmental knowledge and an ability to apply it in practice; and be willing to comply with the Society’s Code of Ethics and the requirements of the Arboricultural Association relating to continuing professional development (CPD).

Further information on the criteria for and benefits of being a Chartered Environmentalist can be found on <http://www.socenv.org.uk/EasySiteWeb/GatewayLink.aspx?alId=761>

Once Chartered status is achieved, retention will also require continued membership of the Arboricultural Association and payment of the annual fee. Chartered Environmentalists may transfer their registration to another licensed Constituent Body during their career.

### Use of Post Nominals

Once awarded the status of Charted Environmentalist, an applicant is entitled to use the post-nominal ‘CEnv’ for the duration of their membership. Details relating to the use of post nominals can be found on the [AA Website](http://www.trees.org.uk/membership/Membership-details-grades)

Data Protection and Privacy Policy

Details relating to the data protection and privacy policy can be found on the [AA Website](http://www.trees.org.uk/membership/Codes-of-conduct)

### Continued Professional Development

Applicants and existing Chartered Environmentalists should note that CPD is an essential requirement for retaining Chartered status; the current requirement is 72 hours over a three year period for Fellows and 40 hours for Professional members, this is in line with the requirements for maintaining your Arboricultural Association membership. A form for recording CPD is available from the [AA Website](http://www.trees.org.uk/Help-for-Arborists/Help-becoming-an-ArbAC) if required.

### Right of Appeal

If you are unsuccessful in your application for Chartered Environmentalist status there is a right of appeal. Our Appeals Procedure is available to view on the [AA Website](http://www.trees.org.uk/membership/membership-further-information).

# Requirements for Chartered Environmentalist Applications:

# Guidance for Applicants

The candidate needs to provide the following:

1. A completed **Application Form** (available on the [AA Website](http://www.trees.org.uk/membership/Chartered-environmentalist))
2. A completed **Personal Summary Statement** (included with the Application Form) to cover the twelve competencies which are set out in the following Competency Guidance Notes. This should be concise and relate to the spaces on the Statement Sheet. This statement must be endorsed by two sponsors.
3. A full **Curriculum Vitae** with qualifications obtained plus information on relevant employment history, in reverse chronological order.
4. A two part **Report** to be submitted electronically in Word or PDF format.

Report Part 1

Written in the first person e.g. I have been responsible for........., I have developed.........

The first part is a career review to show how the applicant’s work based practice and career has led to all-round professional competence. It needs to include:

* A discussion of what is involved in previous and present posts in chronological order.
* Evidence of relevant academic qualifications and show how breadth of knowledge has been both developed and maintained. You may also provide the details of specific training courses attended and their outcomes.

If you do not hold a relevant Master’s degree or higher we would also expect to see evidence that you are working to this level. Please refer to the notes on page 4 of this document for more information on how you can demonstrate this.

Report Part 2

This needs to be a review of projects and/or specific activities demonstrating Competence.

It should relate to actual work for which the applicant has been personally responsible. This part must be cross referenced against the particular elements of competence which apply (see Competency Guidance Notes).

*Note: As with the Personal Summary Statement the report must be validated by a minimum of two mentors, sponsors or supervisors who will confirm that the information given relates to the Candidate’s own work. They must also advise their relationship with the applicant.*

1. The Final stage will be the **Professional Review Interview** with at least two Chartered Environmentalists.

This will be a two way process where the interviewee demonstrates their skill and knowledge against the required elements of competence and the interviewer seeks to confirm the evidence of competency.

Proving your Masters Level Knowledge

*(For applicants without a Master’s degree or higher)*

For those applying ***without*** a Master’s degree, our assessors will be looking for evidence that you are working to an equivalent level, and this will be reviewed throughout all of the elements listed on page 3. We would particularly expect to see this demonstrated in your Report Part 1.

Please see the following table for a brief description of the Master’s level indicators our assessors will be looking for. Many of these criteria are also covered within the SocEnv Competencies but we would strongly recommend that you read the information below and bear this in mind whilst compiling and reviewing all aspects of your application.

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| --- |
| **Knowledge and Understanding**   * Reformulate and use practical, conceptual or technological understanding to create ways forward in contexts where there are many interacting factors * Critically analyse, interpret and evaluate complex information, concepts and theories to produce modified conceptions * Understand the wider contexts in which the area of study or work is located * Understand current development in the area of study or work * Understand different theoretical and methodological perspectives and how they affect the study or work |
|  |
| **Autonomy and Accountability**   * Take responsibility for planning and developing courses of action that initiate or underpin substantial changes or developments * Exercise broad autonomy and judgment across a significant area of work or study * Initiate and lead complex tasks and processes, taking responsibility, where relevant, for the work and roles of others * Understand current development in the area of study or work * Understand different theoretical and methodological perspectives and how they affect the study or work |
|  |
| **Application and Action**   * Conceptualise and address problematic situations that involve many interacting factors * Determine and use appropriate methodologies and approaches * Design and undertake research, development or strategic activities to inform the area of work or study, or produce organisational or professional change * Critically evaluate actions methods and results and their short and long-term implications |

Chartered Environmentalist Competency Guidance Notes

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| --- | --- | --- |
| **A** | **Application of knowledge and understanding of the environment to further the aims of sustainability:** | |
| A1 | Have underpinning knowledge of sustainable development principles in the management of the environment. | *This normally includes the ability to:*   * Critically analyse, interpret and evaluate complex information relating to sites or situations where there is a need to identify and implement sustainable courses of action. * Understand the broader environmental context such as alterations to hydrology, soils or bio-diversity in which the area of study or work is being undertaken. * Understand the importance of identifying, maintaining and where possible enhancing the plant and animal diversity and continuity in urban and rural situations. * Be able to manipulate practical, technological and conceptual understanding of environmental management techniques in order to progress when involved in complex situations. |
| A2 | Apply environmental knowledge and principles in pursuit of sustainable environmental management in professional practice. | *This normally includes the ability to:*   * Define and address problematic land management issues where there are a large number of related environmental factors to take into account. * Determine and use proven techniques and approaches for site amelioration and environmental improvement. * Critically evaluate methods, actions and outcomes from the point of view of their short and long term sustainability and viability. * Use the experience with a range of site situations to develop more sustainable approaches and solutions. Build and encourage industry best practice through the results. * Negotiate contractual and related arrangements with stakeholders in a range of land/site management situations. |
| 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 where there are a number of environmental implications and all the required information may not be readily available.   + Demonstrate self-direction and originality in tackling and addressing problems.   + Demonstrate a knowledge of current industry related environmental issues/problems and identify how future environmental trends could impact on, for instance, plant health or the tree growth environment.   + Critically analyse (and apply as appropriate) new knowledge, information and skills on a range of environmental issues based on technical, social, cultural and economic factors. |
| **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 practice and improve your procedures by learning from your results in order to improve future environmental and sustainable approaches. * Assist and mentor others to understand and appreciate the wider environmental context of arboriculture and related activities. * Advocate concerns regarding sustainability and environmental awareness and encourage others to actively support protection and enhancement methods and techniques. |
| 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. * Promote team work across a range of disciplines and stakeholder interests in order to address environmental problems and challenges. * Identify problems and develop opportunities for a wider use of environmentally appropriate technology. * Identify problem areas and issues and reduce risks where there may be an impact from health and safety criteria, environmental, business and reputational conflicts. |
| 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 and training requirements, plan for their implementation, assess achievement and performance and provide feedback. * Evaluate project outcomes and identify the potential for improvement to industry best 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. | The Codes of Conduct/Ethics for SocEnv and the Arboricultural Association respectively are available to view via the following links:  <http://www.socenv.org.uk/cenv/code-of-conduct/>  <http://www.trees.org.uk/aa/documents/members/aa_code_of_ethics-260214.doc> |