**** Arboricultural Association

Chartered Environmentalist

Applicant Information Pack

Introduction

The Arboricultural Association is proud to be licensed to award its Professional and Fellow Members the status Chartered Environmentalist if they can demonstrate at least four years’ relevant experience, relevant academic qualifications and can prove knowledge of, competence, 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 prove their competence and engagement in sustainable policies and practices.

To become a Chartered Environmentalist an Applicant must:

* Be a Professional or Fellow member of the Arboricultural Association.
* Be able to demonstrate RQF level 7 thinking (Master’s degree), either through achievement of a relevant qualification or by the submission of written work deemed to be at an equivalent level by the assessors. See our guide [to careers and qualifications](https://www.trees.org.uk/Help-Advice/Public/A-guide-to-careers-and-qualifications).
* Have a minimum of four years’ relevant experience. For applicants that do not hold a level 7 qualification, more experience is required. For example, applicants with a level 6 qualification (Batchelor’s degree) a minimum of five years’ experience is recommended, applicants with a level 5 qualification (Foundation degree) a minimum of six years’ experience is recommended.
* Be able to demonstrate competency through relevant experience at a managerial level.
* Demonstrate underpinning environmental knowledge and an ability to apply it.
* Be willing to comply with the Society’s Code of Professional Conduct 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://socenv.org.uk/page/cenv>

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

### Expertise in arboriculture

To become a Chartered Environmentalist through the Arboricultural Association, you will be expected to prove competency primarily within the discipline of arboriculture. If your expertise lies outside of arboriculture, we suggest applying via another licensed body. If your main qualification is not in arboriculture, we recommend you speak to us before applying.

### 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 Continuing Professional Development (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/Membership/CPD-Guidance) 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 **Competency Review** (included within the Application Form) to cover the twelve competencies which are set out in the following Competency Guidance Notes. This should be written in the first person and use the STARE method; see the application form for more details. The Competency Reviewshould be based on actual projects that you have managed or been a major part of the team, and have provided key advice/information/expertise etc.
3. A personal statement, explaining why you want to join the Chartered Environmentalist register (500 words max).
4. A detailed **Curriculum Vitae** cross referenced to the CEnv competencies (two pages max).
5. Continuing Professional Development (CPD) record. CPD guidance, including a template CPD form, can be found on the [AA website](https://www.trees.org.uk/Membership/CPD-Guidance).
6. Your application and competency review must be endorsed by two sponsors, who must be familiar with your work and able to confirm the authenticity of the application. Ideally, your sponsors should be Chartered Environmentalists.
7. 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 presented.

# The application and review process

Written applications are reviewed by a Chartered Environmentalist. Following this review, there are two possible outcomes (see **Figure 1**):

* Where the written application demonstrates that the applicant meets the eligibility criteria and has the competences required for registration, the applicant will be invited to a Professional Review Interview.
* Where the written application fails to demonstrate that the applicant meets the eligibility criteria, the Review Panel may ask for further information. This additional material will then be reviewed, and a decision made to either i) invite the applicant to professional review interview or ii) inform them that they have still not met the eligibility criteria. In the latter case, the application shall not proceed to the Professional Review Interview. Where Chartered Environmentalist status is not awarded, the applicant is free to apply again in the future.

The Professional Review Interview will be conducted by two Chartered Environmentalists. There are two possible outcomes from this review (see **Figure 1**):

* Where the review panel determine that the applicant meets the competency requirements, Chartered Environmentalist (CEnv) status will be awarded.
* Where the review panel determines that the applicant has not met the Chartered Environmentalist competency requirements, Chartered Environmentalist status will not be awarded. The applicant will be informed, and feedback provided. In this case, the candidate is free to apply again in the future.

Written application submitted

Application reviewed by Review Panel

Further information requested

Applicant invited to Professional Review Interview

CEnv status awarded

CEnv status not awarded

**Figure 1:** Flowchart illustrating the application and review process

**Renewal**

Registration on the CEnv register must be maintained annually. The annual registration fee is applied at renewal of the Association membership.

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 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 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 Code of Professional Conduct/Ethics for SocEnv and the Arboricultural Association respectively are available to view via the following links:  <https://socenv.org.uk/general/custom.asp?page=CodeofConduct>  <http://www.trees.org.uk/Help-Advice/Public/Our-members-code-of-ethics-and-professional-conduc>t |