Volunteering role	Technical Committee Member (Codes & Guidance)
Role synopsis and primary focus	Each of the committees working on our Codes/Guides have a wide pool of representatives from various stakeholder groups. Their job is to ensure that the final publication covers the intended scope of the work, that there is consensus and that the Code/Guide is of genuine value to the industry. Each member will be expected to be actively involved in the discussions about the proposed work and help with the development of the draft document.
Person requirements	• Experience and expertise relevant to the subject matter of the Code/Guide. • Involvement in previous standards development committees would be preferable but is not essential.
What you can gain from this role	This role will help you to build your interpersonal and communication skills, and provide the opportunity to influence codes and guidance in your area of expertise. It will also assist in raising your profile within the engineering and technology community and provide an environment for you to widen your own professional network.
Main duties and responsibilities	• Attend scoping, drafting and review meetings (predominantly virtual). • Represent the view of a particular institute or group of stakeholders. • Read and comment on drafts of the scope and document as it develops. • Engage other stakeholders as appropriate. • Assist with the dissemination, promotion and acceptance of the code/guide. Each stage of development is supported by a dedicated IET Portfolio Development Manager.
How this role supports our vision and mission	• To share knowledge that helps make better sense of the world, to solve the challenges that matter. • To help upskill and reskill the engineering and technology community and share best practice to promote innovation and solve common problems for practitioners within relevant industries.
Period of appointment	There is no specific period of appointment, but ideally a member would be engaged in the process during all aspects of the development of the work and if possible for future updates. (The development process takes an average of 1 year start to finish).
Time Commitment	This can differ depending upon the complexity of the subject matter but may be approximately 6 working days to complete the project.
Appointment method	Recommended by other members of the committee or initiators of the Code or Guide.

Induction	Upon engagement you will be provided with:
	• Volunteers' Handbook
	• Access to IET EngX® online volunteering community
	• All IET Volunteers are required to read/sign our Volunteer Code of Conduct and a set of legislation-related policies, and complete a Safeguarding training module. This mandatory activity is undertaken through a web-based e-learning system.
	• Other volunteer policies and guidance are provided on IET EngX®
Training	No formal training required. Previous standards committee experience is valuable but not essential.
Point of contact	The regular contact for this role will be a Portfolio Development Manager from within the IET Codes & Guidance team. Queries can be directed to ietstandardsenquireies@theiet.org

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