



A guide to CIH fellowship



What does it mean to become a fellow of CIH?

Fellowship of the Chartered Institute of Housing is an honoured class of membership that provides professional recognition of a significant contribution made by experienced chartered members to the housing profession. Fellows are entitled to use the designatory letters FCIH and vote at CIH meetings.

The benefits of being a fellow

Fellowship of CIH is recognised across the housing profession as an indicator of professional expertise, competence as a broad-skilled practitioner and a commitment to both improving communities and enriching the housing profession.

The benefits of becoming a fellow of CIH include:

- Proof of your professionalism
- Evidence that you have kept up-to-date with current housing issues
- Demonstration of your commitment to housing as a profession
- The use of the designatory letters FCIH demonstrating your status and expertise within housing.
- Additional member benefits exclusive to fellows.

How do I become a fellow of CIH?

To become a fellow you will need to be a current chartered member of CIH and be able to demonstrate how you have contributed to the profession.

A fellowship application must include:

- An application form
- Current CV
- Evidence of 20 hours CPD during the last 12 months
- A personal statement (1000 words maximum)
- Statements by two referees
- Payment

A **non-refundable fee of £250** is due at the time of application.

Applications will not go before the CIH Fellowship Admissions Panel until full payment has been received.

What are the criteria for fellowship?

Assessment for fellowship is based on the following criteria:

- **Contribution to the profession and the community** - the member has been actively engaged in developing and supporting other members of the profession and/or the community and can demonstrate they have made a difference
- **Leadership** - the applicant will have shown leadership experience in their field, developing and delivering a vision, encouraging others and advancing the environment in the sector in which they operate

Your personal statement will demonstrate how you have met these criteria, which could be demonstrated through:

Contribution to the profession and the community

- Recognised as an acknowledged authority in a technical area
- Undertaken research that has advanced the body of housing knowledge
- Undertaken work with public or voluntary bodies that demonstrates a contribution to society and/or housing
- Significant contribution to improving the skills and competency of housing professionals
- Received a national or regional award for professional achievement
- Appointed to a government or judicial body in a relevant capacity as a housing expert
- Achieved significant outcomes for disadvantaged groups
- Citations, invitations as conference Chair, keynote speaking engagement



Leadership

- Responsibility for major projects or organisations which have resulted in improved housing outcomes
- Held a significant or influential role in a significant project
- Demonstrated their ability to motivate and inspire people within their organisation or profession to maximise performance
- Led a project or work that has set the benchmark for good practice
- Developed innovative practice in a relevant field
- Demonstrated a high level of integrity
- Achieved a senior management position with responsibility for leadership, people and resources

Who should endorse my application?

Your application should be endorsed by two referees who are able to verify that you have made a significant contribution to the housing profession.

The referees are required to submit a statement outlining their knowledge of the applicants' professional experience and personal integrity, explaining how long they have known the applicant and in what capacity.

Statements from referees should be submitted with your application.

Continuing Professional Development (CPD)

All chartered and fellow members, except those of life, retired and temporary retired status are required to complete continuing professional development (CPD) as a requirement of the CIH Charter and Byelaws.

CPD consists of 20 hours per annum of professional development activities consisting of education and training, professional practice activities and personal development activities. *See appendix*

Who will verify my application?

Applications will be reviewed by the CIH Fellowship Admissions Panel.

The panel will consist of three current CIH fellow members. A CIH director or head of service will ensure the process is run correctly.

How will my application be assessed?

Applications are assessed against the criteria for fellowship and the quality of the supporting documents, including the CPD plan and the referees' statements.

The panel will review a maximum of **10** applications per session. The panel will assess each applicant remotely and submit feedback to CIH. You will then be given an overall average score.

The panel may ask for additional information to assist in their assessment or want to meet with the applicant.

All applications will be acknowledged and a timetable for reviews would be confirmed. Members can apply at any time and applications will be held until the next meeting of the panel.

Successful applicants will be contacted by CIH and automatically upgraded to a fellow member.

Unsuccessful candidates will be given feedback as to why their application was rejected. They are invited to respond to the feedback within two weeks if they feel they have been incorrectly assessed.

Otherwise they would need to submit a new application form and fee if they wish to be considered for fellowship again. There is no time limit for resubmissions or number of applications.