

## 1. INTRODUCTION

The award of Chartered Chemist (CChem) status is a peer reviewed process providing recognition of your skills, knowledge and professionalism within the chemical sciences. The award demonstrates to the wider community that you have:

- built on your academic achievements and developed professional skills
- gained in-depth knowledge and critical awareness of your chosen area of the sciences
- developed strong scientific and transferable skills and are committed to improving them and developing your career
- made a critical contribution to the success of your organisation, business or institution
- shown personal and professional integrity
- made a contribution to the profession and are committed to advancing excellence in the sciences.

Chartered Chemists are expected to undertake lifelong learning in the form of professional development to ensure their knowledge and skills are kept up to date. As a CChem holder you may be asked to share your continuous professional development record with us.

## 2. REGISTERING TO APPLY – ELIGIBILITY FOR CHARTERED CHEMIST

In order to be eligible to register to apply for the award of CChem you:

- Must be MRSC or FRSC
- Must be able to show how you have acquired a Master's level in chemical science and professional skills and knowledge. This can be done by telling us about your experience in the Equivalence form or by holding a Royal Society of Chemistry Master's level accredited degree.
- Must demonstrate that you use advanced skills and knowledge in the chemical sciences (for example at a postgraduate level) in your current role.
- Must be committed to continuing professional development.

**Not currently in work** – You can register to apply for CChem if you have recently stopped working within the last six months. You will need to be able to provide evidence that you fulfil the professional attributes from the last two years from work you have undertaken.

**Postgraduate study** – You can register to apply for CChem if you are currently studying for a PhD. You must hold full Member status, MRSC and be able to provide evidence of fulfilling the professional attributes from your research.

### 2.1 Information you need to register to apply:

- Eligibility section completed
- Equivalence section completed if needed
- Up-to-date CV

### 2.2 Eligibility: Knowledge requirements – accredited degree

The level of specialist knowledge required for CChem is set at that of a Royal Society of Chemistry accredited Master's level degree. You can fulfil the requirements for CChem by holding a Royal Society of Chemistry accredited Master's level degree. If you do not have an accredited degree, you can show that you have reached the required level through other study or work experience.

### 2.3 Equivalence: Knowledge requirements – other experience and demonstrating equivalence

If you do not hold a Royal Society of Chemistry accredited Master's degree, then you will need to show us how you have reached a similar level of

## 2.4 Equivalence: Professional skills requirement

A Royal Society of Chemistry accredited Master's degree also covers development of professional skills. If you don't hold an accredited Master's degree then in addition to evidencing the breadth and depth requirement above, you also need to show how you:

- Deal with complex issues and make sound judgement in the absence of complete data. This can be evidenced with a discrete example of where you have had to do this, or can be combined with the other qualities below when describing a project, some of the hurdles and how you overcame them.
- Plan and carry out tasks independently and assess significance of outcomes. You need to show us how you work with high levels of autonomy and responsibility in your role. You will be able to manage your work load and take the lead on projects or work that you are involved with.
- Are continuing to advance your knowledge and understanding of the chemical sciences in your area. This can be demonstrated by mentioning how you undertake CPD.

## 2.5 The routes to CChem

When registering to apply, you will need to indicate which route you wish to achieve CChem status by.

### Professional Development Programme (PDP)

This route is for members who have been working for less than six years in a chemical sciences related role using chemical science knowledge at or above the Master's level.

This is a two year programme where you will submit a plan of action at six months, a progress report at twelve months and the final report and portfolio at two years to the Royal Society of Chemistry.

### Direct award

This route is for members who have been working for six years or more in a role related to the chemical sciences, demonstrating professional skills and using chemical science knowledge at or above the Master's level. Once registered, you will be able to submit your evidence at any time before a twelve month deadline.

## 2.6 Your mentor and referee

**Mentor:** All CChem applicants need a mentor to help your development, or help you to review your career to identify suitable evidence for CChem. You mentor is required to provide supporting statements against each group of attributes. Please see our guidance for CChem mentors.

**Referee:** All CChem applicants also need a referee to sign off your evidence as accurate. Your referee can be the same person as your mentor if they are able to support the veracity of your evidence. You will need a separate referee (who does know your day-to-day work) if your mentor is not familiar with your day-to-day role. Your referee could be your line manager for example.

**Help with finding a mentor:** We advise you to choose a mentor who is a CChem or other chartered professional from within your own workplace or someone from your existing networks such as an interest group. However, we recognise that this may be challenging if you are a lone chemist, work in a small organisation, a teacher or based in a country where CChem is not widely known. We can offer the following:

- Consultation with you to help you identify or confirm a suitable mentor. Please get in touch via email at [cchem@rsc.org](mailto:cchem@rsc.org).
- You can apply for a mentor from our CChem mentor pool. Please email us at [cchem@rsc.org](mailto:cchem@rsc.org) quoting 'CChem mentor pool' and we can match you up with an experienced CChem mentor who can help support you throughout the process.

## 3.0 ONCE REGISTERED – YOUR APPLICATION AND PORTFOLIO OF EVIDENCE

Once registered you will be required to provide evidence in your application, of how you meet 14 professional competencies. You will need to provide self-written testimonials describing how you have demonstrated the attributes and a portfolio of primary evidence to support your statements.

### 3.1 The attributes of CChem

There are five overarching areas of competence:

- A. Demonstrate and develop your knowledge of the chemical sciences**
- B. Professionalism**
- C. Communication and influencing skills**
- D. Professional responsibilities**
- E. Supporting the profession**

These are further broken down into 14 attributes. You will be expected to:

**A1** Explain how your knowledge of the chemical sciences informs your decisions and impacts on your work.

**A2** Explain how you continue to develop your knowledge of the chemical sciences and how this supports your work.

**A3** Demonstrate how you solve problems and draw conclusions by interpreting data, using evidence based judgement and critical thinking to develop courses of action.

**B1** Show how you work with autonomy, accountability and integrity in your role.

**B2** Describe how you make a successful contribution as part of a team and its impact.

**B3** Demonstrate where you plan, organise and deliver work and manage resources to meet organisational requirements.

**B4** Describe how you contribute to continuous improvement by evaluating your work, and displaying adaptability.

**C1** Describe how you effectively convey information using both verbal and written forms.

**C2** Identify where you consider and respond to alternative views and the influence this has on your actions.

**C3** Explain how you exert influence in your role either directly or through networks



Attribute	What this means
<b>A1</b> Explain how your knowledge of the chemical sciences informs your decisions and impacts on your work.	Use evidence to show that you use knowledge of chemical science subject areas and related areas to help you make decisions and take courses of action broadly across your work. You should cover how you make decisions based on your experiences as a chemical scientist or practitioner of chemistry. You should cover what decisions you have made and why. You should also tell us what the ultimate impact of your work was on the subject area (such as adding to a body of research), colleagues, customers, regulators and others (including students).
<b>A2</b> Explain how you continue to develop your knowledge of the chemical sciences and how this impacts on your work.	Show how you increase your knowledge of chemical science that is both specific to your immediate role and more broadly. You should include how this personal and professional development links to your primary role and the positive impact this has had on your work. Evidence is more than just attending courses, you need to show what you have done with what you learnt.
<b>A3</b> Demonstrate how you solve problems and draw conclusions by interpreting data, using evidence-based judgement and critical thinking to develop courses of action.	Use evidence to show how you make judgements and decisions based on scientific thinking and evidence. You should explain how you take a logical approach to solving problems and what information and resources you use to help you. This includes reflection on what additional expertise or knowledge you needed. This attribute is not limited to solving pure chemical science problems, but covers wider problems and issues such as those affecting resources or other individuals.
<b>B1</b> Show how you work with autonomy, accountability and integrity in your role.	Show how you display personal leadership and have taken responsibility for the work you do, are able to plan courses of action and make decisions (rather than be told what to do). You should also explain what trust and authority was placed in you, what your role was and how you could reasonably justify the action you took. You may also wish to describe how you keep work-based commitments, deal with confidential work and intellectual property. This can also cover managing relationships such as being a manager, or working with external customers and collaborators.
<b>B2</b> Describe how you make a successful contribution as part of a team and its impact.	Show how you are an active team member who makes valued contributions to teamwork, with positive outcomes. Contribution to teamwork can be made as an individual as part of a wider project, but also as a collaborative team member. You should explain what personal contribution you made towards the functioning of the team as well as towards the team's outputs and outcomes from the work. Teams can be large or small, within your area or cross-team. You should also include how you support your team members using leadership skills; this could be by helping their development, team motivation or sharing knowledge for example.
<b>B3</b> Demonstrate where you plan, organise and deliver work and manage resources to meet organisational requirements.	Use evidence so show that you are able to plan your work, and understand how tasks fit together in the wider context of your organisation. This includes balancing tasks, prioritising action, allocating time and resources, managing budgets and people or tasks. You should also include reference to your organisational constraints and how you work within them.
<b>B4</b> Describe how you contribute to continuous improvement by evaluating your work, and displaying adaptability.	Use evidence that shows you seek out opportunities to take proactive steps to make improvements in the workplace and/or to work undertaken that are based on sound scientific evidence. This includes implementing or improving existing initiatives such as resource management, cost saving, or time reducing measures. To evidence adaptability, think about how you deal with change. Change can include unexpected changes (stopping or starting a course of action) or planned-for changes that require significant disruption to established ways of working. Explain how you responded to the changes both professionally and personally, and how you successfully overcame any issues.



## Attribute

## What this means

<b>E1</b>	Give an example of how you have been an active member of the scientific community, either at work or outside work.	This attribute is an important aspect of CChem. You should show you seek out opportunities for supporting and promoting the chemical science profession. This can include activities that are related to the Royal Society of Chemistry, or other professional and scientific bodies. You should make reference to how you promote our profession to others either within your workplace or outside of it, with scientifically literate audiences or a general audience. This also includes how you support others within the chemical science profession through activities such as mentoring, but also others in the wider scientific community. Being an active member also covers involvement in small-scale activities and initiatives as well as those with a larger impact. It is not limited to science outreach.
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## 4.0 IDEAS FOR EVIDENCING THE ATTRIBUTES

In this section, we cover some aspects of evidencing the attributes.

### 4.1 Providing your self-written testimonials.

#### You must:

- Provide fourteen self-written testimonials (one for each attribute) using two to three relevant examples explaining how you meet each attribute. We recommend using the STAR technique to frame your evidence. Set the situation, describe the task, outline what activities and you promote our profession for the

- **Coaching or mentoring colleagues:** You can do this informally or via a formal scheme such as the Royal Society of Chemistry **mentoring service** or workplace scheme if you have one. Remember to gain your mentee's permission to share details of your mentoring if you intend to use it as evidence. Your activities may be focused on developing technical aspects or support wider professional and career development.

