BISAS

British & Irish Society of Animal Science

BISAS REGISTER

APPLICATION GUIDANCE

Shaping the future of

ANIMAL SCIENCE

BISAS Register - Application Guidelines
Animal Scientist (Associate/Certified)

These guidelines are to help you with your application to become an accredited Animal Scientist (Associate / Certified). They give further information and examples of what you can provide for each relevant section of your application, as well as indicating what assessors will be looking for.

Application level

Animal Scientist ASSOCIATE

Is appropriate for those who acquire knowledge through scientific method and are in the early stages of their career development (up to 5 years work experience), early Postdocs, PhD, and Postgraduate students.

Animal Scientist CERTIFIED

Is appropriate for those who are in the mid to senior stage in their career (5+ years' work experience). Assessors will be looking to see a good level of career progression from the date of your last formal qualification to help them determine the career stage of the applicant.

Qualifications

Possession of, or working towards possession of, at least one higher education qualification is a prerequisite to apply for the Register as an Animal Scientist (Associate / Certified). List up to three qualifications in ascending order:

HND/FdSc/BSc **PgCert/PgDip/MSc** **Doctoral degree**

Assessors - Are the qualifications given appropriate? For the Certified level, look for a good level of progression in the applicant's career since the date of their last formal qualification to help you determine what stage of their career they are at.

Designation, Descriptor and Specialisms

Your choices for designation and level, main areas of professional activity and specialisms will define:

- How you will appear to others on the Public Register
- How the elements of your initial application will be weighted by the Accreditation Panel and Assessors
- What criteria the Accreditation Panel will use in assessing your application
- How the appropriateness of your subsequent CPD activities (for re-evaluation) will be judged

Assessors - Take note of these and consider whether they are still appropriate once you have finished reading the application and, if not, comment.

Description of principal professional activity

This is the professional entry that will be publicly displayed on the Register. Please include one or two brief, up-to-date descriptions of your current role or expertise (from within the last three years), separated by a semicolon

You can choose your own descriptor but the most common descriptors for this designation would be:

Research | Research Student | Teaching | Consultancy | Investigation & Development

Specialism(s)

- Identify your professional specialisms. You can provide up to three specialisms, separated by a semi-colon, with the most important listed first. This entry will appear on the Register
- Your specialism(s) should be current and up to date to within three years and, where appropriate, species specific
- Your specialism(s) must relate to your designation and be proved by the information provided in the following sections. As an example, if Research is in your designation, then your specialism will be related to the research you do and there will be a description of this in the Research and Development box.

Competencies

- There are nine categories in this section - not all boxes will be relevant to your application, leave any that are not relevant blank
- Supporting evidence should be based on your 'current' experience (experience gained within the last five years)
- In the relevant boxes the information included should be in date order, most recent first
- You must provide sufficient information to prove both your description and specialisms
- Competencies must contain the means where appropriate to verify the information provided
- Must be written in a way that is clear, concise and professional. Your application will be first looked at by a lay-person for completeness and then assessed by two members of the register who have similar specialisms and descriptions
- Information that is not currently relevant to description or specialisms can be included to give the assessors an indication of your knowledge and experience in wider fields and can be useful should your designation, description and specialisms change in the future

Written works in the public domain (if relevant)

You can provide up to a maximum of 20 written works. Examples of written works you can provide are:

- Reports
- Technical communications
- Scientific papers
- Articles
- Business reports
- Expert evidence

Or any other relevant written work for which you can provide traceable references.

Consultancy (if relevant)

Include advisory work, expert opinion, and similar activities. Give both general areas and specific examples and means of verification, such as email contacts.

Knowledge and information seeking - Research and Development

Include description of research programmes, academic projects, and particular skills and techniques such as laboratory techniques. Also relevant in this section are:

- R&D programme grants (indicating scale and value); R&D initiation, execution, or management, including abilities that enable research & development
- Activities as team leader or team member with colleagues and others giving details of activities and other team members
- Programme outputs in terms of utility, papers, presentations, patents, industry uptake etc, a summary of previous research record

Give specific examples and means of verification such as email addresses, websites, and references.

Knowledge and technical transfer/exchange (if relevant)

Include, giving specific examples, experience in transfer of technological information and support to the benefit of others. For example:

- Presentations to Scientific and Technical conferences
- Workshops and formal gatherings
- Talks to local Schools and Societies
- Practical demonstrations and training classes
- Production of Technical Manuals

Provision of goods and services, and sales (if relevant)

Include, giving specific examples and quantification, all those areas where you have been involved in selling or delivering goods. For example:

- Technical sales
- Scientific and patent product sales
- Provision of expert advice on product use and animal efficiency
- Sales Management and oversight
- Environmental protection
- Productivity and well being

Teaching activities (if relevant)

Include all those areas where you have been involved in teaching others; academic / workplace / other professional activities. Give the level of those taught, subject areas, modes of delivery and approximate hours involved. Further examples include:

- Industry-based in-service training courses
- Lecturing at tertiary educational establishments
- Supervision of undergraduate, postgraduate ot research students
- Course organisation and administration

Give specific examples and means of verification such as email addresses or websites.

Strategic and policy planning (if relevant)

Include, giving specific examples, initiating, managing and finalising programmes and projects at strategic and policy levels. This section also covers:

- Development management
- Programme strategies for industry or government
- Departmental organisational policies
- Governance
- Involvement in shaping the progress and usefulness of industrial, academic, service or government activities

Management (if relevant)

Include, giving specific examples, both managing oneself and managing other people and / or their work programmes individually and / or in groups. For example:

- Achievement of goals
- Progression of career
- Training
- Responsibility for work and research programmes
- Projects and initiatives
- Liaison between groups
- Leadership of individuals or teams in industry
- Research or public service
- Change management
- Responsibility for service and compliance provision
- Responsibility for budgetary control

Other

Include all other evidence relevant to your application, including how you maintain professional standards. This section also covers:

- Maintenance of professional standards
- Commitment to the protection of the environment and to the welfare of animals
- Membership of local or national teams supporting public understanding of the animal related industries
- Work on panels and boards
- External recognition
- Aspects of your work that relates to care of the wider public environment
- Management/Leadership of committees or societies

References

Please provide the contact details for two referees as part of your application. Your referees should be the people who know you in a professional or academic capacity, who can support that you have demonstrated the competences in your application and that the information is correct to the best of their knowledge. For example, this could be an academic supervisor, someone senior to you in the workplace, or your manager. The application system automatically sends your application to them, and an email reference template when you submit your application.

Please note that your application cannot be processed without receipt of a reference. It is advised that you inform your chosen referee when you apply to the BISAS Register, so they can look for the reference request and complete this in a timely manner.

Application statement

Provide a few sentences to briefly explain why you wish to apply for the register. Also include:

- If you are a member of BISAS or any other relevant Society or organisation
- Any conflicts of interests
- Any other relevant occupations and activities

Conclusions

Complete your form, save it, then a couple of days later re-read what you have written as if you are assessing an anonymous application (if you become registered you will be asked from time to time to assess new applications), or ask a colleague to look over it.

Guidance with applications

If you would like further support and guidance with your application, you can contact BISAS via email at register@bsas.org.uk.

Assessment

Should an Assessor be unsatisfied with the information provided or feel that you are not yet up to the level you applied for, you will be advised of this and of any changes that have been suggested before your application goes to the next stage. At this point you may choose to act on these changes, either by accepting them or by providing more relevant information and detail. Or, if there is no response from you, your application will go to the next stage in the procedure.

There will be a panel meeting where another group of three to four persons from the register will look at a group of applications and make a final decision on the applications and assessments before them. You will be told either:

- You have met the criteria for registration but with the following changes
- You have not met the criteria for the certified level (if applied for) but can be registered at associate level
- That you have not yet met the criteria for registration

If there is no response from you, registration will proceed as per the Panel's decision.

BISAS Register - Application Guidelines
Animal Technologist (Associate/Certified)

These guidelines are to help you with your application to become an accredited Animal Technologist (Associate / Certified). They give further information and examples of what you can provide for each relevant section of your application, as well as indicating what assessors will be looking for.

Application level

Animal Technologist ASSOCIATE

Is appropriate for those who are users of science orwho use their existing skills in connection with Animal Science and are in the early stages of their career development (up to 5 years work experience).

Animal Technologist CERTIFIED

Is appropriate for those in the mid to senior stage of their career (5+ years' work experience) working at a professional level who are users of science or who are using their existing skills at a similar level in connection with Animal Science and show sufficient evidence within the application to prove their knowledge, experience and understanding which could be used in conjunction within Animal Science and related Industries.

Qualifications

List up to three qualifications in ascending order:

HND/FdSc/BSc **PgCert/PgDip/MSc** **Doctoral degree**

There is no requirement to have a science-based degree or any other formal qualifications in any subject, but you must provide sufficient evidence to show your level of skill, experience, and knowledge throughout the application appropriate to the level of accreditation sought, for assessors to base their decisions on.

Assessors - Are the qualifications given appropriate? For the Certified level, look for a good level of progression in the applicant's career since the date of their last formal qualification to help you determine what stage of their career they are at.

Designation, Descriptor and Specialisms

Your choices for designation and level, main areas of professional activity and specialisms will define:

- Who you are in professional terms
- How you will appear to others on the Public Register
- How the elements of your initial application will be weighted by the Accreditation Panel and Assessors
- What criteria the Accreditation Panel will use in assessing your application
- How the appropriateness of your subsequent CPD activities (for re-evaluation) will be judged

Assessors - Take note of these and considerwhether they are still appropriate once you have finished reading the application and, if not, comment.

Description of principal professional activity

This is the entry that will appear on the register. Include up to two descriptions, separated by a semi-colon, which should be current and up to date to within three years.

You can choose your own descriptor, here are some examples:

For further examples please refer to the BISAS Register

Specialism(s)

- Identify your professional specialisms; you can provide up to three specialisms, separated by a semi-colon, with the most important listed first. This entry will appear on the Register
- Your specialism(s) should be current and up to date to within three years and, where appropriate, species specific 3
- Your specialism(s) must relate to your designation and be proved by the information provided in the following sections. As an example, if Research is in your designation, then your specialism will be related to the research you do and there will be a description of this in the Research and Development box. For examples please refer to the Register.

Competencies

- There are nine categories in this section - not all boxes will be relevant to your application, leave any that are not relevant blank
- Supporting evidence should be based on your 'current' experience (experience gained within the last five years)
- In the relevant boxes the information included should be in date order, most recent first
- You must provide sufficient information to prove both your description and specialisms
- Competencies must contain the means where appropriate to verify the information provided
- Must be written in a way that is clear concise and professional - Your application will be first looked at by a lay-person for completeness and then assessed by two members of the register who have similar specialisms and descriptions
- Information that is not currently relevant to description or specialisms can be included to give the assessors an indication of your knowledge and experience in wider fields and can be useful should your designation, description and specialisms change in the future
- Give as much detail as possible to the role you play in any of the following sections such as size of team, your responsibility level regarding staff, budgets, sales etc.
- Think about filling this section in with a detailed description ofyour current job broken down as far as possible within the headings given, combined with CV type information on previous jobs and experience gained

Written works in the public domain (if relevant)

You can provide up to a maximum of 20 written works. Examples ofwritten works you can provide are:

- Reports
- Technical communications
- Scientific papers
- Articles
- Business reports
- Expert evidence

Or any other relevant written work for which you can provide traceable references.

Consultancy (if relevant)

Include advisory work, expert opinion, and similar activities. Give both general areas and specific examples and means of verification, such as email contacts.

Knowledge and information seeking - Research and Development

Include description of research programmes, academic projects and particular skills and techniques such as laboratory techniques. Also relevant in this section are:

- R&D programme grants (indicating scale and value); R&D initiation, execution, or management, including abilities that enable research & development
- Activities as team leader or team member with colleagues and others giving details of activities and other team members
- Programme outputs in terms of utility, papers, presentations, patents, industry uptake etc, summary of previous research record

Give specific examples and means of verification such as email addresses, websites, and references.

Knowledge and technical transfer/exchange (if relevant)

Include, giving specific examples, experience in transfer of technological information and support to the benefit of others. For example:

- Presentations to Scientific and Technical conferences
- Workshops and formal gatherings
- Talks to local Schools and Societies
- Practical demonstrations and training classes
- Production of Technical Manuals

Provision of goods and services, and sales (if relevant)

Include, giving specific examples and quantification, all those areas where you have been involved in selling or delivering goods. For example:

- Technical sales
- Scientific and patent product sales
- Provision of expert advice on product use and animal efficiency
- Sales Management and oversight
- Environmental protection
- Productivity and well being

Teaching activities (if relevant)

Include all those areas where you have been involved in teaching others; academic / workplace / other professional activities. Give the level of those taught, subject areas, modes of delivery and approximate hours involved. Further examples include:

- Industry-based in-service training courses
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This section also covers:

- Development management
- Programme strategies for industry or government
- Departmental organisational policies
- Governance
- Involvement in shaping the progress and usefulness of industrial, academic, service or government activities

Management (if relevant)

Include, giving specific examples, both managing oneself and managing other people and/or theirwork programmes individually and / or in groups.

For example:

- Achievement of goals
- Progression of career
- Training
- Responsibilityforwork and research programmes
- Projects and initiatives
- Liaison between groups
- Leadership of individuals or teams in industry
- Research or public service
- Change management
- Responsibilityfor service and compliance provision
- Responsibilityfor budgetary control

Other

Include all other evidence relevant to your application, including howyou maintain professional standards. This section also covers:

- Maintenance of professional standards
- Commitment to the protection of the environment and to the welfare of animals
- Membership of local or national teams supporting public understanding of the animal related industries
- Work on panels and boards
- Leadership or membership of committees and societies
- External recognition
- Aspects ofyourwork that relates to care of the wider public environment

References

Please provide the contact details for two referees as part ofyour application. Your referees should be people who know you in a professional or academic capacity, who can support that you have demonstrated the competences in your application and that the information is correct to the best of their knowledge. For example this could be, an academic supervisor, someone senior to you in the workplace, oryour manager. The application system automatically sends your application to them, and an email reference template when you submit your application.

Please note that your application can not be processed without receipt of a reference. It is advised that you inform your chosen referee when you apply to the BISAS Register, so that they can look for the reference request and complete this in a timely manner.

Application statement

Provide a few sentences to briefly explain why you wish to apply for the Register. Also include:

- If you are a member of BISAS or any other relevant organisation
- Any conflicts of interests
- Any other relevant occupations and activities

Conclusions

Complete yourform, save it, then a couple of days later re-read what you have written as if you are assessing an anonymous application (if you become registered you will be asked from time to time to assess new applications), or ask a colleague to look over it.

Guidance with applications

If you would like further support and guidance with your application, you can contact BISAS via email at register@bsas.org.uk.

Assessment

Should an Assessor be unsatisfied with the information provided orfeel that you are not yet up to the level you applied for, you will be advised of this and of any changes that have been suggested before your application goes to the next stage. At this point you may choose to act on these changes, either by accepting them or by providing more relevant information and detail. Or, if there is no response from you, your application will go to the next stage in the procedure.

There will be a panel meeting where another group of three to four persons from the registerwill look at a group of applications and make a final decision on the applications and assessments before them. You will be told either:

- You have met the criteria for registration but with the following changes
- You have not met the criteria for the certified level (if applied for) but can be registered at associate level
- That you have not yet met the criteria for registration

If there is no response from you - registration will proceed as per the Panel's decision

BISAS Register - Application Guidelines
Student Affiliate

Get a head start with BISAS Student Affiliation

As passionate supporters of the future generation of animal scientists and technologists, we're delighted to announce the launch of our brand-new Student Affiliate Register. In the competitive world of animal science and technology Student Affiliation can help you stand out from your peers and secure the fledgling career you want. BISAS Student Affiliation is open to those who are in full time education and whose studies are in the area of animal science, animal technology or animal care - whether you're looking forward to a career in academia or industry.

Benefits of becoming affiliated

- Generate public recognition of your competencies and knowledge
- Help you to stand out in a busy and competitive space to potential employers and partners
- Grow knowledge through sharing of information and research
- Flexibility to demonstrate your professional journey whichever direction you decide to take your career
- Provides evidence of a proactive approach to undertaking CPD in your own area of expertise
- CPD credits via demonstration of activities in different areas of learning and training
- Independent verification of your reputation and conduct

The BISAS Affiliated Student CPD format is flexible and uses a variety of different relevant mediums. You will need a minimum of 50 points to maintain your place on the register.

You can gain CPD points by attending or participating in additional learning activities, which includes workshops and seminars, work experience placements and additional curriculum activities such as the BISAS mentor scheme.

BISAS Register - Application Guidelines

Student Affiliate

These guidelines are to help you with your application for Student Affiliation.

Application level

Student
(Affiliate)

Designation Level

Please select 'Student' (Affiliate)'

Application Statement

Please provide a short statement explaining why you would like to join the accreditation register and why BISAS should support / approve your application.

Management

If you are managing any projects or activities as part of or related to your studies/course(s) please provide a summary of the activity and your role / involvement.

Current Studies

Provide details of your current studies and course(s).

Other Competencies

You can use this space to include any other relevant competencies and / or information, for example:

- Do you have or are you working towards a Duke of Edinburgh 'Gold' Award?
- Do you volunteer with the Territorial Army?
- Have you attended a BISAS course (i.e. BISAS R and Stats Workshop)?
- Are you a member of a local sports team?
- Do you volunteer at a charity?

References

Please supply one referee: either your current supervisor or your course tutor. It is advisable to inform him / her that he / she will be approached for a reference to confirm your suitability to apply for the BISAS Register.

Conclusions

Complete your form, save it, then a couple of days later re-read what you have written as if you are assessing an anonymous application, or ask a colleague to look over it.

Guidance with applications

If you would like further support and guidance with your application, you can contact BISAS.

Assessment

Should an Assessor be unsatisfied with the information provided you will be advised of this and of any changes that have been suggested before your application goes to the next stage. At this point you may choose to act on these changes, either by accepting them or by providing more relevant information and detail. Or, if there is no response from you, your application will go to the next stage in the procedure.

There will be a panel meeting where another group of three to four persons from the register will look at a group of applications and make a final decision on the applications and assessments before them.

JOIN THE REGISTER

Any questions please contact us via register@bsas.org.uk

Further details of the scheme and its rules, regulations and governances can be found on the BISAS Register webpage - https://bisas.org.uk/accreditation

BISAS

British & Irish Society of Animal Science

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