**Application Guidance Document – RIBA Ethics and Sustainable Development Commission**

**Method of Application**

* CV
* Covering Letter

**Details to include**

* Applying as RIBA member or external expert?
* Professional memberships held
* Preferred focus: sustainable development or ethics?
* Interested in Chair position?
* Experience of sustainable development or ethics work, particularly within the built environment
* Similar positions held (other Commissions, groups, committees etc)

**Application process**

* Email CV and covering letter to: ProfessionalStandards@riba.org
* Open call for applications (Thursday 07 December – Wednesday 20 December)
* Applications will be considered by Carys Rowlands, Head of Professional Standards, and Lucy Carmichael, Director of Practice. Membership of the Commission will then be formally approved by the Practice and Profession Committee.
* Applications will be assessed in light of the following key considerations:
* *Experience of advising on issues of ethics or sustainable development*
* *Experience of working with a membership body, or similar*
* *Knowledge and experience of the built environment*
* *Understanding of the role of the architect*
* *Availability (time to commit to the work of the Commission)*
* *Complimentary skill sets (given the small size of the Commission, it is necessary that applicants with broad and complimentary skill sets are selected to work together)*
* Applicants will be informed of the outcome of their application by 12 January 2018 at the latest
* Membership of the Commission will be publicly announced on Friday 12 January 2018
* Membership of the Commission will be for an initial period of 12 months, with the possibility of extension
* If you are not selected to be part of the Commission, you may be invited to join the broader Consultative Group which will support the Commission and its work

**If you have any queries, please email: carys.rowlands@riba.org**