

Institute of Materials, Minerals & Mining (IOM3)

# Guide to Application as a Fellow (FIMMM)

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All enquiries and questions should be addressed to the membership department:

Telephone: +44 (0) 207 451 7300

Email: [fellowship@iom3.org](mailto:fellowship@iom3.org)

# 1. Introduction

The prestigious grade of Fellow of the Institute of Materials, Minerals & Mining (FIMMM) is awarded to individuals who have demonstrated a substantial impact in their field through leadership, innovation, or significant contributions in the science and engineering of materials, minerals, mining, natural resources, or some other technical discipline in which IOM3 is involved. Fellowship may be gained through either a technical contribution or through managerial or entrepreneurial skills which have led to recognition in these fields, or through some other activity which has contributed to the work and objectives of the Institute. While the record of success enjoyed by individuals varies, it is unlikely that anyone will have made the necessary contribution within a working career of less than 10 years.

## Standard Application and Fellowship by Nomination

Fellowship can be gained via one of two routes: A 'standard' application route in which the applicant applies directly themselves, or a 'nomination' route in which the applicant's contributions are recognised through a peer's submission on their behalf.

If you are considering nominating someone for Fellowship, please contact the membership department via [fellowship@iom3.org](mailto:fellowship@iom3.org).

# 2. Requirements

People who are awarded FIMMM do so by achievement and peer recognition through one or more of the following routes:

**Route 1:** Has made a significant contribution to moving forward the boundaries of the art, practice and understanding of materials, minerals or mining from a technical or sustainability perspective.

**Route 2:** In a position of responsibility, has led materials, minerals or mining people and developed processes in such a way that significant technical, scientific, or economic results have been achieved.

**Route 3:** Has driven the supply or enrichment of significant numbers of suitably qualified and motivated materials, minerals or mining practitioners, using cutting-edge teaching pedagogies or directing nationally recognised outreach activities.

**Route 4:** Has rendered significant service to materials, minerals or mining activity, in either a technical or non-technical capacity such as involvement with membership, policy, finance or media that benefits the overall development of the profession.

Applicants are not implored to base their application exclusively on one route. However, it is encouraged that there remains a clear focus so as not to detract from the broader narrative.

The assessment for the award of FIMMM is a peer review process from beginning to end. It is not competency-based but focused on the individual's contribution, and as such, it is up to applicants and their referees to make the case for this grade's award.

Individuals wishing to apply for professional registration concurrently with Fellowship should refer to the respective guidance notes.

## 3. Forms

### a) Application Form

The application requires the submission of a completed form, and it is important to complete all sections of the form in the spaces provided, even when certain sections are detailed in the CV or already known to IOM3.

If you are already a member of IOM3, you should complete the **FIMMM Application for Current Member**.

If you are not a member of IOM3, you should complete the **FIMMM Application for New Member**.

The application forms are available from the [Institute website](#).

### Personal details

All questions in this section must be completed, including membership number (if the applicant is already a member).

### Referees

Applications must be supported by two referees who should be FIMMM and can vouch for the achievements and contribution of the applicant. Where there is difficulty in identifying referees who are FIMMM, individuals holding a Fellowship grade from another professional engineering or scientific professional body are acceptable.

In the case that it is not possible to secure suitable referees as described above, it is possible for a sufficiently experienced colleague to act as a referee instead.

Guidance should be sought from the Membership Department on the suitability of referees, in these circumstances, applicants will be required to provide the CV of such referees for consideration.

For Fellowship by nomination, both the 'proposer' and the referee are expected to hold the FIMMM grade.

### Declarations

The applicant must sign the declaration statements at the end of the application form.

#### b) Referee Forms

Referees should provide as much detail on the applicant as possible on the form and complete by signing it off. The completed referee forms should be returned to the applicant for submission unless the referee(s) prefers to submit it directly to [fellowship@iom3.org](mailto:fellowship@iom3.org).

#### c) Statement of Contribution

The Statement of Contribution (SoC) should articulate what distinguishes the individual and underpins the application. It should be succinct, but detailed, and focus on the impact and achievements of the individual rather than their job roles. It should be accompanied by a detailed and complementary CV, and can also be supported with information such as: examples of recent conference papers and publications; patents; awards and citations; evidence of raising the awareness of the science and engineering of materials, minerals, mining, natural resources, or some other IOM3 technical area, to a wider community; details of mentoring activities; or some service to the membership.

A suggested structure for writing is:

1. Opening Paragraph – This should be strong, summarising your unique contributions.
2. Narrative – Describe in detail what you have done, focus on what sets you apart.
  - a. Prioritise a detailed overview rather than an explanation of daily tasks and actions.
  - b. Focus on adding complementary detail, context, and clarity to your associated CV.
  - c. Do not include pictures, diagrams, or other graphics.

### 3. Closing Paragraph – Summarise justification, with thanks for consideration.

In the case of any Non-Disclosure Act (NDA) agreements, or Intellectual Property (IP) sensitivities, applicants may generalise where appropriate, stating their 'organisation' vs naming the specific employer.

Further guidance can be sought by emailing [fellowship@iom3.org](mailto:fellowship@iom3.org).

For Fellowship by nomination, the proposer is required to complete a shorter version of SoC on behalf of the candidate, this document is then referred to as a 'citation'. The nominee is then required to complete the remainder of the application on acceptance of the nomination.

#### d) CV

An applicant's CV is taken with the SoC to create a complementary package, forming a detailed narrative where the CV may be more detailed than usual to add clarification. The CV may include supportive information such as publications, links, awards etc., allowing the SoC to focus on written justification.

Note: Where a list, for example, publications, does not fit within the allowed two pages of a CV, applicants are encouraged to retain a succinct choice. Including a link to an online journal or webpage where the remaining associated evidence can be found is acceptable.

## 4. Supporting Documentation

The application form must be accompanied by a CV in addition to an SoC and any supporting information. Neither the CV nor SoC should exceed two sides of A4, font size 11.

We require applications to be submitted electronically to [fellowship@iom3.org](mailto:fellowship@iom3.org).

Applications will be acknowledged within five working days of submission. Please email us if you do not receive an acknowledgement.

At this stage, applications will be checked for completeness and applicants notified if further information is required.

## 5. Assessment

Applications are assessed by a panel comprising of FIMMM members who evaluate the submission against the requirements for Fellowship. Their recommendations are submitted to the Membership Committee who then reviews each application in detail before a final decision is taken. Applicants will be notified of this decision in writing within 10 working days of it being made.

Applicants for Fellowship are not normally interviewed, but the Membership Committee reserves the right to call an individual for interview if they feel further information or clarification is required. If this is the case then the applicant will be required to deliver a presentation of not more than 15 minutes during the interview, the focus of which should clearly demonstrate their contribution and the route(s) by which they are seeking Fellowship.

Upon election as a Fellow, individuals will be entitled to use the title '**Fellow of the Institute of Materials, Minerals & Mining**' and the post-nominal '**FIMMM**'. Fellows of the institute can also download and share badges from the member toolkit, using these to showcase their achievement.

We aim to complete the election process within 60 working days of a complete application being submitted, but this can be longer if an interview is deemed necessary.

If you require a reasonable adjustment to be made to the application or assessment process, please let us know; there is also a box to tick on the application form to indicate this. If you request a reasonable adjustment, a member of the membership department will contact you to see how best we can support you through the application process.

### **The General Data Protection Regulation (GDPR) and Data Protection Act 2018**

The Institute of Materials, Minerals & Mining will hold and use the data provided in each membership application to assess its merits only.

Any information contained in your application will be treated with strictest confidence.