

# **TO BE USED IN CONJUNCTION WITH APPLICATION FORM FOR THE BSAS ACCREDITATION REGISTER**

## **ANIMAL TECHNOLOGIST**

**Animal Technologist (Associate)** is appropriate for those who are users of science or who use their existing skills in connection with Animal Science and are in early stages of career development.

**Animal Technologist (Certified)** is appropriate for those working at a professional level who are users of science or who are using their pre-existing skills at a similar level in connection with Animal Science and show enough 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 3 qualifications in Ascending order – HE Diplomas and HND, Bachelors and PG Diplomas, Doctoral degrees. THIS IS NOT A PRE-REQUISITE FOR THIS APPLICATION It is not a requirement to have a science based degree or any other formal qualifications in any subject. But you must have 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 decision on.

### **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 and how the appropriateness of your subsequent CPD activities (for Re-Evaluation) will be judged.**

### **Intended Designation**

Animal Technologist (Associate) – early career

Animal Technologist (Certified) – professional, mid to senior level

### **Description of principal professional activity**

This is the entry that will appear on the register, Include up to two separated by a semi-colon. You can choose your own descriptor that best describes your professional activity, here are some examples to help you: Allied Trades and Industries, Animal Care and Health, Recreational Animals, Animal Product Processing, Business and Commerce, Consultancy, Economics, Government, Management, Manufacturing, Primary Production, Public Relations, Media and Journalism, Public Sector, Research, Retail, Service, Teaching and Training for further examples please refer to the register

<https://bsas.org.uk/accreditation/register-search>

## Specialism

Identify your professional specialisms, This can be up to 3 separated by a semi-colon with the most important listed first. This entry will appear on the Register.

Your specialism must relate to your designation and description and be proved by the information provided in the following sections. So if Research is in your designation then your specialism will be related to the research you do, if teaching then the subject you teach.

Specialisms should be current and/or relevant to within a 3 year period, where appropriate species specific. For examples please refer to the register <https://bsas.org.uk/accreditation/register-search>

## Competencies

- There are 9 categories in this section – Technologist encompasses a very wide and varied area of expertise do not expect all boxes to be relevant to your application, leave any that are not relevant blank.
- In the relevant boxes the information included should be in date order, most recent first.
- Must provide enough information to prove both your description and specialisms.
- 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 2 members of the register who have similar specialisms and descriptions. For full Application Process please see flow chart.
- 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. This can also give an indication of where you stand career wise and help the Assessor to judge whether or not you qualify for the Designation applied for.
- 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 of your 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

Up to a maximum of 20. Reports, technical communications, scientific papers, articles, business reports, expert evidence, or any relevant other for which you can provide traceable references

## Consultancy

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 even though this is likely to be more relevant to Scientists you may well have an element that is relevant to your application.**

Include description of research programmes, PhD's and particular skills and techniques such as laboratory techniques. 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, brief summary of previous research record. Give specific examples and means of verification such as Email addresses, websites and references

### **Knowledge and technical transfer/exchange**

Include experience in transfer of technological information and support to the benefit of others. 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 etc.

### **Provision of goods and services, and sales**

Include giving specific examples and quantification, all those areas where you have been involved in selling/delivering goods. Technical sales, scientific and patent product sales, sales Management and oversight, provision of expert advice on product use and animal efficiency, environmental protection, productivity and well being

### **Teaching activities – This might be relevant**

Include all those areas where you have been involved in teaching others; academic/workplace/other professional activities. Industry-based in-service training courses, lecturing at tertiary educational establishments, supervision of ug, pg and research students, course organisation and administration. Give level of those taught, subject areas, modes of delivery and approximate hours involved. Give specific examples and means of verification such as Email addresses, websites

### **Strategic and policy planning - Not often relevant at this stage**

Include initiating managing and finalising programmes and projects at strategic and policy levels. Also covers development management, programme strategies for industry or government, departmental organisational policies, governance, and involvement in shaping the progress and usefulness of industrial, academic, service or government activities

### **Management – This might be relevant**

Include both managing oneself and managing other people and/or their work programmes individually and/or in Groups. 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 – This might be relevant, if information not covered in earlier sections**

Include all other evidence relevant to your application, including how you maintain professional standards. Covers also 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, leadership or membership of committees and societies, work on Panels and boards, external recognition, aspects of your work that relates to care of the wider public environment

### **References**

Please supply details of 2 referees who know you in a professional capacity who will be asked to confirm your suitability to apply for the BSAS Accreditation Register. Preferably your referees should

hold a position senior to yourself either currently or previously. It is advisable to warn your referees to expect and email from the Accreditation Office.

### **Application statement**

Include (a) if you are a member of BSAS or any other organisation supporting the Register, (b) any conflicts of interests, (c) any other relevant occupations and activities.

### **Conclusions**

Complete your form, save it, 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 notes for Assessors' can be downloaded from the website which you may find helpful at this point.

If you feel a covering letter from either yourself, a professional colleague or superior would be helpful to your application then please email that to [accreditation@bsas.org.uk](mailto:accreditation@bsas.org.uk) at the same time as submitting your application. This can be used to support the formal application form but not replace it in any way.

### **Assessment**

Should an Assessor be unsatisfied with the information provided or feel that you are not yet up to the level applied for you will be advised of this and of any changes that have been suggested before your application goes to the next process. At this stage 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 to go to the next process in the procedure. The panel meeting where another group of 3-4 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 of their decision:

- You have met the criteria for registration but with the following changes
- You have not met the criteria for registration at this level but can be registered at associate level
- That you have not met the criteria for registration

No response from you – registration will proceed as per Panel decision

Application is free

Registration is free with membership,

Post Graduate membership £45

full membership £90

Non members pay £90 Registration fee and annual fee £20

**Any questions please contact Alison Christie by email at [accreditation@bsas.org.uk](mailto:accreditation@bsas.org.uk)**

**For further details of the scheme and its rules, regulations and governances**

**<https://bsas.org.uk/sites/default/files/accreditationrubricupdate.pdf>**