

The ECSA application process and forms unpacked: A half-day workshop for Mentors and Supervisors

Support your candidates in their endeavours to register as engineering professionals



The image shows a collage of ECSA application forms. The top left features the ECSA logo and the text 'An Effective Regulator Assuring Excellence' and 'Policy on Registration for Practising Engineers in Specified Categories R-01-POL-SC'. Below this are three overlapping forms: 'APP-REG-FORM-C1' for a Professional Engineer Technician, 'APP-REG-FORM-A1' for a Professional Engineer, and 'APP-REG-FORM-B1' for a Professional Engineering Technologist. Each form includes fields for 'Form No.', 'Revision No.', 'Subject', 'Compiler', 'Approving Officer', and 'Next Review Date'. The 'APP-REG-FORM-B1' form also includes a '1. General Information' section with fields for 'Surname', 'Date of Birth', 'Place of Birth', 'Title and First Names', 'Identity No. Or Passport No. Country Passport', 'Country of normal residence', and 'Gender'. A 'PHOTOGRAPH' section is also present, with instructions to use a passport-type photo and to paste it, not staple it. The ECSA logo is also visible on the bottom right of the forms.

Understanding the ECSA reporting requirements and the outcomes relating to engineering problem solving, engineering management and taking responsibility is critical for mentors and supervisors to ensure that candidates gain appropriate experience.

Attend this course and learn about:

- The outcomes, range, complexity of work and level of responsibility required for registration
- The competencies that your candidates must develop for registration
- Your roles and responsibilities as a mentor, supervisor or coach
- The size and structuring of the submission
- Tips and techniques for success
- Referee requirements
- The review and interview process

Presenters:

Allyson Lawless Pr Eng DEng(hc)

Stewart Gibson Pr Eng, FSAICE

Siphathisiwe Masimirembwa Pr Tech Eng, MSAICE

COURSE DATES & VENUES

Scheduled courses are offered around the country based on demand. Please contact Lizéle for more information on upcoming courses.

TIMES: 08:30 for 09:00 to 12:30

REGISTRATION

To register, visit www.candidateacademy.co.za
For more details contact Lizéle at lizelle@ally.co.za

WHO SHOULD ATTEND

The course helps all those in management positions to a more effective role play in the development of candidates.

It is therefore recommended for:

- Line managers
- Supervisors
- Mentors

COURSE CONTENT

PHILOSOPHY OF THE CANDIDACY PHASE

- Education levels
- Categories of registration
- What professionals do
- Outcomes and responsibilities

COMPETENCIES

- The Project Cycle and competencies per phase

DEVELOPING HIGH PERFORMANCE PROFESSIONALS

- Why register?
- The Code of Conduct

ROLEPLAYERS

- Candidates
- Supervising engineers/coaches
- Mentors
- Mentoring vs Coaching
- The training plan
- Briefing and coaching techniques
- The ECSA registration standard (R-02)
- Assessments and readiness for registration

THE APPLICATION

- Structuring of periods
- Meaningful Training and Experience Summaries
- Understanding the Training and Experience Report
- The approach to writing the Engineering Report
- Initial Professional Development requirements
- Referee requirements
- The final submission

THE REVIEW PROCESS

- Administrative process
- The review process
- How to prepare for the Experience Appraisal interview
- How to structure the presentation for the Professional Review
- What reviewers are looking for

ABOUT YOUR FACILITATOR

Allyson Lawless is a civil engineer experienced in structural, municipal and mining engineering. In the year 2000 she became the first female president of the South African Institution of Civil Engineering, and during that year recognised the looming skills challenge. Since 2003 her career has been focused on skills development and she has published two books, *Numbers and Needs*, and *Numbers and Needs in Local Government*, which address skills shortages and the associated solutions in civil engineering and local government respectively.

Stewart Gibson trained and qualified as a Civil Engineer in the UK before moving to South Africa in 1974 where he joined a major consultancy group, eventually becoming a Group Director.

After 25 years with the group he left and formed his own company advising municipalities on ways of improving their service delivery as well as mentoring and assisting graduate engineers, technologists and technicians towards professional registration.

Stewart is a skilled presenter and facilitator. He is a Fellow of SAICE.

Phathi Masimirembwa started her career in Zimbabwe where she worked for consulting engineers and a water authority before moving to South Africa, where she has gained experience in both consulting and the public sector.

Her range of experience has equipped her with knowledge in planning, design and construction of roads and water services as well as private housing developments. Her passion for uplifting candidates has led her to mentoring engineering candidates in municipalities and encouraging capacity building. Phathi is a Member of SAICE.

'...it was a great session, much needed refresher for all of us.'
- Jabulile Msiza, Director at Jones and Wagener



The Candidate Academy's philosophy is to support candidates on their road to registration with ECSA, by helping them through the transition from theoretical training to the 'how' of engineering projects and processes. The Academy offers practical, hands-on training relevant to experiences in the workplace.

**candidate
academy**
the road to registration – tower above the rest