

# **ChMC Award For Those With Five Years Experience And A Professional Consulting Qualification**

## **Why Should I Be A Chartered Management Consultant?**

Becoming a Chartered Management Consultant shows everyone how good you are! It demonstrates you meet the industry recognised competencies and lets everyone know how you make a difference and add value to every interaction you have with your clients. One of the benefits of going through the assessment process is that it gives you the opportunity to take stock, realize how good you are, identify how you make a real difference to your clients and reflect on how far you've come in your Management Consulting career. Being Chartered makes you very attractive to employers and clients and gives you the added advantage when pitching.

## **Is It For Me?**

Are you currently operating as a Management Consultant? Have you been operating as a Management Consultant for at least 5 years and hold the CMI Level 7 Extended Diploma in Professional Consulting.

If you can answer yes to the above question and can demonstrate how you meet the competencies, then ChMC is for you.

## **Competencies?**

There are 54 competencies covering the following 10 areas:

- Values, Ethics, Behaviour
- Leading Self
- Leading Others
- Leading and Managing Through Change
- Industry or Sector Specialism
- Clients & Markets
- Strategy, Analysis and Context
- Operational Delivery
- Stakeholder and Relationship Development
- Personal & Professional Development

## **54 Competencies Seems A Lot, Do I Have To Cover Everything?**

No, while we want you to demonstrate as many as possible, we don't demand 100%, everyone is human after all and we all have areas for growth and development. We look for a minimum of 80% but we're not letting on which 80% so be as sharp as you can and go for the max.

## **Are Some Competencies Weighted More Than Others?**

No, demonstrate as many as possible across the board and you'll be in with a great chance of getting to the next stage.

## **How Many Stages Are There?**

Good question. There are two stages: the Written Submission and the Professional Discussion.

## **The First Stage Involves A Written Submission?**

In order that we can consider your application we ask you complete a Written Submission which covers the following;

<b>Management Consulting Experience</b>	5+ years
<b>Submission Template:</b>	
Section 1 = maximum 750 words <b>Case for becoming Chartered</b> <ul style="list-style-type: none"> <li>Who you are, your role and level of seniority.</li> <li>A summary of why you believe you are acting at the level required.</li> <li>How you believe you are demonstrating all of the key competencies and behaviours within the ChMC framework.</li> </ul>	✓
Section 2 = maximum 1,250 words <b>Impact as a Management Consultant</b> The project name - as long as doing so complies with confidentiality <ul style="list-style-type: none"> <li>Start and end dates.</li> <li>A description of the project, including your role and expectations/ requirements.</li> <li>How the project maps to the main areas/competencies within the ChMC Framework.</li> <li>A summary of the impact the project has had on your client, and the key outputs.</li> <li>A summary of the impact the project has had on you and your role as a Management Consultant.</li> <li>What you have learned from the project and how this will help you.</li> </ul>	✓
Section 3 = 500 maximum words <b>Continuing Professional Development</b> <ul style="list-style-type: none"> <li>What it is that you want to develop further, and why you feel this development opportunity is required.</li> <li>What actions you plan on taking to achieve this development opportunity.</li> <li>How the development opportunity maps to the main areas/competencies within the ChMC Framework.</li> <li>A summary of the impact the development opportunity will have on you and your role as a Management Consultant.</li> <li>What activities you are planning on undertaking to give back to the profession.</li> <li>How you act as a role model to the industry.</li> </ul>	✓
Section 4 = No word count <b>Ethics Statement</b>	✓
Section 5 = 500 maximum words <b>Endorsement</b> Your Sponsor needs to provide: <ul style="list-style-type: none"> <li>An introductory paragraph that explains who they are, their role and level of seniority and how they are known to you.</li> <li>A summary of why they believe you are acting at the level required and how they think you are demonstrating the key competencies and behaviours within the ChMC framework.</li> </ul>	✓

### Those Word Counts Are A Bit Tight Aren't They?

We make no apology for the word counts, remember this is not an academic qualification, it's a real world quality award. Think about it like this. If you were pitching to an important client, and they asked for four sides of A4 and you submitted 10 you would be unlikely to progress in the process.

When writing your Written Submission you have to map your written evidence to the competencies. If you have text you can't map, ask yourself why it's in there? Is it saying

anything about you? If not, take it out - that will save on the word count. Remember the ABC of communication - Accurate, Brief and Concise.

You should also review your Written Submission to ensure it tells a good story about you and doesn't leave your Assessor thinking so what? So what is that actually saying about you?

### **Don't Forget It's All About You**

It's vital to remember when you write your Written Submission that it's all about you. This can be a real challenge as we are so often told - "It's not about you it's about us". We know what your firm does. We might know what your team does. So what do you do? How do you make a difference, demonstrate the competencies and consistently bring real value to your clients?

### **Who Else Agrees?**

We can all write a good story but who else agrees with yours? As part of the Written Submission you will need to nominate a sponsor who is prepared to endorse your application. That person should be a right and proper judge of what you do and the difference you make and, if challenged, should have a very clear understanding of what you do.

### **That's Going To Take Me Ages, Isn't It?**

It really shouldn't! Remember we are not asking for a novel. Remember the word count. The time it takes will depend on how you like to approach these things. Some of your peers have decided to take a couple of days and work at it solidly. Some have taken an hour a day to get it done in a week. Some have done it on a Saturday and submitted it on the Sunday.

### **What If I Don't Get It Right First Time?**

We recognise we can all look at text and think we see what we think we have written, and sometimes it's just not there. If you don't give us enough evidence in the Written Submission you get one more chance to give us what we need. If this is the case we will refer your submission and make it clear what is missing. What needs strengthening, and what needs clarifying. You will then have 14 days to get back to us

### **What Is The Professional Discussion?**

Good question. The Professional Discussion is just that. A discussion between you and your Assessor. All the Assessors have achieved the ChMC status, and are active Management Consultants.

### **So Is The Professional Discussion A Kind Of Interrogation?**

No. The Professional Discussion is a discussion about your career, how you demonstrate the competencies and what difference you have made and continue to make for your clients. The discussion is based on what you have said in your Written Submission and tailored personally to you. Can you walk the walk?

**There are no set questions.**

### **How Long Does The Discussion Last And Where Does It Happen?**

The Professional Discussion happens on line at a time and on a date that you have mutually agreed with your Assessor. It will last between 60 and 75 minutes and will be recorded for assessment, quality and potentially training purposes.

### **So An Hour And A Quarter Max?**

Yes, but. Make sure that you leave enough time in your diary to give the Professional Discussion the respect it deserves. Make sure you have time beforehand to prepare and time after in case of an over run and to take a breather before going on to your next task.

### **You Said I Get Two Goes At The Written Submission, What About The Professional Discussion?**

You only get one attempt at the Professional Discussion so it is important to prepare as much as possible and make sure you don't have any external pressures when undertaking the Professional Discussion. Give yourself the best chance possible. Remember this is real world, not academic and we are your most important client for that period of time.

### **When Will I Get A Result?**

After your Professional Discussion your assessment will be Moderated for quality assurance purposes and you will receive your result within 15 working days of the Professional Discussion taking place.

### **So That's It?**

Well not quite. Once you have been awarded ChMC status you can use the post nominal letters to show the world how good you are. We know how you got to be so good, because you've told us. We will also want to know how you plan to stay that good.

Every year we may come to you and ask you to tell us what Continuous Professional Development (CPD) you have undertaken. We will ask what you did in the last 12 months and what you plan to do in the next 12 months. Now, life happens and plans don't always stand for 12 months so if you didn't do what you planned, tell us what you did instead.

### **So How Many Hours Of CPD Do I Need To Do?**

We don't count hours, we count impact. We ask you to tell us the top three things you've done and the top three things you plan to do. Why you did them and what difference they made to your clients and your practice.

### **So What Next?**

Once you're very familiar with the competencies, have identified a sponsor and have drafted your Written Submission share it with a trusted peer or colleague. Another pair of eyes will be able to tell you if it is clear - so not full of jargon, makes sense - it is clear what you do and the difference you make, and importantly, show you in the best possible light, giving you the best possible chance of getting to the second stage - the Professional Discussion.

### **So, One Final Question, What's Stopping You Applying Today?**

If you have any questions or concerns about the process please don't hesitate to contact us at [chmn@managers.org.uk](mailto:chmn@managers.org.uk) we are here to help.