

EXPRESSION OF INTEREST FOR ASSESSORS FOR CPD COURSES & TRAINING PROVIDERS**Background Information**

The Botswana Institution of Engineers (BIE) is mandated by Engineers Registration Board (ERB) to administer and coordinate all Continuing Professional Development (CPD) activities to enhance the competency of all engineers, technologists and technicians through development programs provided by independent service providers or institutions.

The BIE is therefore seeking talented and experienced professionals to serve CPD programs assessors, reporting to the BIE Education & Training Committee via the Membership Development Officer.

The assessors play a crucial role of evaluating and recommending for approval and implementation, Continuing Professional Development (CPD) training and development proposals from various Service Providers.

The BIE is looking for individuals with expertise in all disciplines, with some examples as follows:

- All Engineering fields.
- Finance & Accounting
- Legal Practice
- Statisticians
- Contract Management,
- IT
- Facilities Management
- Quantity Surveying, etc.

Assessors will be responsible for the followings tasks:

- Conduct a detailed desk review of relevant service provider application documents and evaluate the training providers' submissions to ensure compliance with CPD given requirements.
- Prepare a Validation Report summarizing their findings and recommendations for submission to the Education & Training Committee.

Applicants should be registered and practicing professionals/experts with their relevant professional regulatory body where applicable.

Assessor Incentives: Each task performed and completed by the assessor will come with attract a CPD point and assessment fee of P250.00 per course.

Applicants are requested to submit their application package coupled with their **Letter of Motivation** to:

The BIE Membership Development Officer, BIE office, Plot 10321, Mokolwane Rd, P.O. Box 40535 Broadhurst Industrial, Gaborone, BOTSWANA or Email to: botsintitutionofengineers@gmail.com

The closing date for applications is **April 30, 2023**. Don't miss this opportunity to make a meaningful contribution to the engineering community and receive attractive incentives in return.