

CEI Fellow Member

Frequently Asked Questions

What is CEI Fellow Membership?

CEI Fellow Membership is the highest professional membership grade offered by the Circular Economy Institute. It recognises leaders who demonstrate high levels of knowledge and experience in the circular economy and who are driving circular economy transformation in their field. Becoming a Fellow Member demonstrates a commitment to the circular economy and shows that an individual possesses the expertise to support our transition from linear to circular economy.

Who is CEI Fellow Membership for?

This membership grade is designed for recognised leaders who are driving circular economy transformation. It is for experienced professionals who can demonstrate leadership, effective communication, promotion of best practice and a commitment to ongoing professional development.

What are the criteria for becoming a CEI Fellow Member?

To become a CEI Fellow Member, you must demonstrate competence across four key areas:

Application of Knowledge:

- Understanding of the circular economy and its key principles
- Understanding of good practice in circular design, business models, procurement, reverse logistics, remanufacturing, refurbishment, resource use and waste management
- Awareness of relevant legislation, codes of practice and guidance
- Ability to analyse barriers to the circular economy and how these can be overcome

Leadership:

- Promotion of behavioural and cultural change in relation to the circular economy
- Demonstration of project management skills

Effective Communication:

- Ability to communicate the circular economy confidently, clearly and competently
- Liaison with customers and key stakeholders at all levels

Personal Commitment:

- CPD activities to maintain and enhance competence
- Compliance with relevant codes of ethics and standards of professional conduct

How much does CEI Fellow Membership cost?

The annual membership fee for CEI Fellow Members is £149 + VAT.

CIWM professional members (Associate, Technical, Chartered, or Fellow) receive a 50% discount, paying £74.50 + VAT.

How do I apply for CEI Fellow Membership?

To apply, you need to:

- Complete the application form
- Sign a declaration confirming you will comply with the CEI Code of Ethics and Standards of Professional Conduct
- Submit your CV and a personal statement demonstrating your competence, knowledge and engagement with the circular economy, including the promotion of best practice
- Provide a CPD plan for the next 12 months
- Attend a professional review interview

Applications should be submitted electronically to membership@ceinstitute.org.

What documents do I need to submit?

Your application should include:

- Completed application form
- Signed declaration of compliance with the Code of Ethics and Standards of Professional Conduct
- CV demonstrating your knowledge, expertise and experience in relation to the competence criteria
- Personal statement (recommended two to four A4 pages) demonstrating how you meet each of the competence criteria
- CPD plan for the next 12 months

How do I write my personal statement?

Your personal statement should demonstrate your knowledge, expertise and experience in relation to the competence criteria. It should be clear how you have met each of the competencies, so you should include examples to illustrate your points and headings to structure your answer. Focus on the

role you played and not that of your team, using 'I' and not 'we' to distinguish your own achievements and impacts.

What is the application process?

The CEI Fellow application is a two-stage assessment process:

Stage 1 - Document Review:

An approved CEI representative will review your submission (application form, CV, personal statement and CPD plan) against the competence criteria.

Stage 2 - Professional Review Interview:

If successful at Stage 1, you will progress to a professional review interview conducted virtually.

What is the professional review interview?

The professional review interview is conducted virtually and recorded for quality assurance purposes. It consists of:

- A 10-minute presentation (via screen share) on how you have applied circular economy principles within your role
- A 40 to 45-minute discussion with a panel who will ask questions about your presentation, discuss areas of your personal statement and understanding of the circular economy in your field, and ask about your commitment to maintaining professional standards

Who is on the interview panel?

Interview panels are made up of three experienced CEI representatives (for example, expert or Fellow level members) who have undertaken interviewer training. One of the CEI representatives will be the chair of the panel. CEI endeavours to have at least one member of the panel with similar occupational experience to the interviewee.

When will I hear the outcome of my interview?

You will be contacted by CEI with regard to the outcome of the interview within five working days of when the interview took place.

What benefits will I receive as a CEI Fellow Member?

As a CEI Fellow Member, you will benefit from:

- The highest level of professional recognition for circular economy expertise
- Entitlement to use designated post-nominals after your name
- Access to a global community of circular economy professionals
- Networking opportunities with experts across 40+ countries
- Resources for continuing professional development
- Expert resources, case studies, tools and learning materials from industry leaders
- A platform to contribute to the advancement of circular economy practice
- Internationally recognised credentials that advance your career
- Entry on the CEI Fellow Members register

What is the CEI Code of Ethics?

As a CEI Fellow Member, you agree to:

- Treat everyone fairly and avoid harassment or discrimination
- Act ethically, professionally and with respect in all interactions
- Uphold the integrity of the circular economy in all commercial interactions
- Use sound judgement and care when making recommendations
- Promote ethical practices and inspire others to uphold professional standards
- Continuously improve your skills and help other professionals do the same

What if I cannot afford the full membership fee?

CEI offers a hardship membership rate (35% of the annual fee) for members who face financial barriers. You may be eligible if you are:

- Unemployed for any reason other than retirement
- On long-term sick leave and either unpaid or on a reduced income
- On maternity or paternity leave and either unpaid or on a reduced income
- Experiencing other circumstances which have had a direct impact on your income
- In full-time, unpaid education (allowing you to maintain your professional membership and associated post-nominals)

Applications are considered on an individual basis. Please refer to the CEI Pricing Policy (CEI 0012) for more information.

What if I am based in a Least Developed Country (LDC)?

CEI offers a discretionary rate for individuals based in Least Developed Countries to support equitable access to professional membership. The classification of LDCs is determined using data provided by the World Bank. Please refer to the CEI Pricing Policy (CEI 0012) for more information about eligibility.

What happens if my application is unsuccessful?

If your application is unsuccessful, you will receive feedback on the outcome. Interviews are recorded for quality assurance purposes. Should you wish to appeal a panel decision, you must do so within 10 working days of receiving notification of the outcome. After this period, the recording will be deleted and the right to appeal expires. Please refer to the CEI Enquiries and Appeals Policy for more information.

Where can I get more information?

For further information about CEI Fellow Membership, please contact membership@ceinstitute.org or visit ceinstitute.org.