

Institute of Materials, Minerals & Mining (IOM3)

Guide to Application as a Fellow (FIMMM)

- Introduction
- Requirements
- Forms
- Application Submission
- Assessment
- GDPR
- Table of Documentation

Contents

1. Introduction	3
2. Requirements	3
3. Forms	4
Application Forms	
Referee Forms	
CV	
Statement of Contribution	
4. Application Submission	5
5. Assessment	5
6. General Data Protection Regulations (GDPR)	6
7. List of Documents to be Submitted	6

All enquiries and questions should be addressed to the membership department:

Telephone: +44 (0) 207 451 7300

Email: fellowship@iom3.org

1. Introduction

The prestigious grade of Fellow of the Institute of Materials, Minerals & Mining (FIMMM) is awarded to individuals who have demonstrated a substantial impact in their field through leadership, innovation, or significant contributions in the science and engineering of materials, minerals, mining, natural resources, or some other technical discipline in which IOM3 is involved. Fellowship may be gained through either a technical contribution or through managerial or entrepreneurial skills which have led to recognition in these fields, or through some other activity which has contributed to the work and objectives of the Institute. While the record of success enjoyed by individuals varies, it is unlikely that anyone will have made the necessary contribution within a working career of less than 10 years.

Standard Application and Fellowship by Nomination

Fellowship can be gained via one of two routes: A 'standard' application route in which the applicant applies directly themselves, or a 'nomination' route in which the applicant's contributions are recognised through a peer's submission on their behalf.

If you are considering nominating someone for Fellowship, please contact the membership department via fellowship@iom3.org.

2. Requirements

People who are awarded FIMMM do so by achievement and peer recognition through one or more of the following routes:

Route 1: Has made a significant contribution to moving forward the boundaries of the art, practice and understanding of materials, minerals or mining from a technical or sustainability perspective.

Route 2: In a position of responsibility, has led materials, minerals or mining people and developed processes in such a way that significant technical, scientific, or economic results have been achieved.

Route 3: Has driven the supply or enrichment of significant numbers of suitably qualified and motivated materials, minerals or mining practitioners, using cutting-edge teaching pedagogies or directing nationally recognised outreach activities.

Route 4: Has rendered significant service to materials, minerals or mining activity, in either a technical or non-technical capacity such as involvement with membership, policy, finance or media that benefits the overall development of the profession.

Applicants are not implored to base their application exclusively on one route. However, it is encouraged that there remains a clear focus so as not to detract from the broader narrative.

The assessment for the award of FIMMM is a peer review process from beginning to end. It is not competency-based but focused on the individual's contribution, and as such, it is up to applicants and their referees to make the case for this grade's award.

For those looking to progress Professional Registration too this will run independently of the Fellowship process. Please refer to our Registration Guidelines.

3. Forms

Application Form

The application requires the submission of a completed form, and it is important to complete all sections of the form in the spaces provided, even when certain sections are detailed in the CV or already known to IOM3.

If you are already a member of IOM3, you should complete the **FIMMM Application for Current Member**.

If you are not a member of IOM3, you should complete the **FIMMM Application for New Member**.

Artificial Intelligence (AI) is a useful tool if used appropriately. If you have used AI to complete your application, please tick the box on the application form and let us know how you have used it.

If you require a reasonable adjustment to be made to the application or assessment process, please let us know; there is also a box to tick on the application form to indicate this. If you request a reasonable adjustment, a member of the membership department will contact you to see how best we can support you through the application process

The application forms are available from the [Institute website](#).

Personal details

All questions in this section must be completed, including membership number (if the applicant is already a member).

Referees

Applications must be supported by two referees who should be FIMMM and can vouch for the achievements and contribution of the applicant. Where there is difficulty in identifying referees who are FIMMM, individuals holding a Fellowship grade from another professional engineering or scientific professional body are acceptable.

In the case that it is not possible to secure suitable referees as described above, it is possible for a sufficiently experienced colleague to act as a referee instead.

Guidance should be sought from the Membership Department on the suitability of referees, in these circumstances, applicants will be required to provide the CV of such referees for consideration.

For Fellowship by nomination, both the 'proposer' and the referee are expected to hold the FIMMM grade.

Declarations

The applicant must sign the declaration statements at the end of the application form. Increasingly we see the use of digital signatures from applicants and supporters. If you are not providing a wet signature, please ensure that your electronic signature is provided rather than simply typing your name.

Referee Forms

Referees should provide as much detail on the applicant as possible on the form and complete by signing it off. If your Referee is not providing a wet signature, please ensure that their electronic signature is provided rather than simply typing their name. The completed referee forms should be returned to the applicant for submission unless the referee(s) prefers to submit it directly to fellowship@iom3.org.

CV

The CV complements the SoC with supportive information, allowing the SoC to focus on written justification of the contribution made. It should not exceed more than 2 sides of A4.

Note: Where a list of for example, publications, patents, conference activity, awards etc. does not fit within the 2-side limit, applicants are encouraged to provide a high-level summary. This might include a link to an online journal or webpage where the remaining associated evidence can be found.

Statement of Contribution

The Statement of Contribution (SoC) should be written in the **first person**, be no more than 2 sides of A4 and articulate what distinguishes the individual and underpins the application. It should be succinct, but detailed, and focus on the impact and achievements of the individual rather than their job roles. It should be accompanied by a detailed and complementary CV, and can also be supported with information such as: examples of recent conference papers and publications; patents; awards and citations; evidence of raising the awareness of the science and engineering of materials, minerals, mining, natural resources, or some other IOM3 technical area, to a wider community; details of mentoring activities; or some service to the membership.

A suggested structure for writing is:

1. Opening Paragraph – This should be strong, summarising your unique contributions.
2. Narrative – Describe in detail what you have done, focus on what sets you apart.
 - a. Prioritise a detailed overview rather than an explanation of daily tasks and actions.
 - b. Focus on adding complementary detail, context, and clarity to your associated CV.
 - c. Do not include pictures, diagrams, or other graphics.
3. Closing Paragraph – Summarise justification, with thanks for consideration.

In the case of any Non-Disclosure Act (NDA) agreements, or Intellectual Property (IP) sensitivities, applicants may generalise where appropriate, stating their 'organisation' vs naming the specific employer.

Further guidance can be sought by emailing fellowship@iom3.org.

For Fellowship by nomination, the proposer is required to complete a shorter version of SoC on behalf of the candidate, this document is then referred to as a 'citation' and should be written in **third person**. The citation should be no more than 300 words maximum and in MS Word or a Pdf file. The nominee is then required to complete the remainder of the application on acceptance of the nomination.

4. Application Submission

We require applications to be submitted electronically to fellowship@iom3.org.

Applications will be acknowledged within five working days of submission. Please email us if you do not receive an acknowledgement.

At this stage, applications will be checked for completeness and applicants notified if further information is required.

5. Assessment

Applications are assessed by a panel comprising of FIMMM members who evaluate the submission against the requirements for Fellowship. Their recommendations are submitted to the Membership Committee who then review each application in detail before a final decision is taken. Applicants will be notified of this decision in writing within 10 working days of it being made.

Applicants for Fellowship are not normally interviewed, but the Membership Committee reserves the right to call an individual for interview if they feel further information or clarification is required. If this is the case then the applicant will be required to deliver a presentation of not more than 15 minutes during the interview, the focus of which should clearly demonstrate their contribution and the route(s) by which they are seeking Fellowship.

Upon election as a Fellow, individuals will be entitled to use the title '**Fellow of the Institute of Materials, Minerals & Mining**' and the post-nominal '**FIMMM**'. Fellows of the institute can also download and share badges from the member toolkit, using these to showcase their achievement.

We aim to complete the election process within 60 working days of a complete application being submitted, but this can be longer if an interview is deemed necessary.

6. General Data Protection Regulations

The General Data Protection Regulations (GDPR) and Data Protection Act 2018

The Institute of Materials, Minerals & Mining will hold and use the data provided in each membership application to assess its merits only.

Any information contained in your application will be treated with strictest confidence.

7. Table of Documents to be Submitted

Standard FIMMM Application	FIMMM via the Nomination Route
Application Form	Application Form
2 x Referee Report Forms	N/A
CV - 2 pages maximum	CV - 2 pages maximum
Statement of Contribution to Industry / Academia	Citation - signed by Nominator & Second Referee