

Continuing Professional Development

Continuing Professional Development (CPD) is your membership commitment to maintain and develop your knowledge, skills and competencies throughout your career. CPD is a lifelong activity that will enable you to develop your true potential.

The continuing professional development (CPD) requirements for full IVM members are listed in the table below. Examples of formal and informal learning are detailed on page 2.

All IVM members must record their CPD activity using the IVM CPD Log which can be downloaded from the website.

CPD requirements for full IVM members

- 1. All full IVM members must undertake a minimum of 20 hours CPD each calendar year (January to December)**
- 2. Of the 20 hours at least 10 hours must be formal CPD. The remainder can be informal CPD.**
- 3. Members must record their CPD activity online and are responsible for keeping it up to date**
- 4. If applying for any formal qualifications (QVA, PVM, TVM) members must submit their CPD activity along with their application.**

Formal CPD Activities

Undertaking a structured activity that has one or more specific learning objectives, either explicit or implicit. For example:

- Validated and Accredited Qualifications;
- IVM branch meetings or events;
- Formal distance and open learning courses;
- Attending relevant courses;
- Attending relevant conferences and/or seminars;
- Attending relevant workshops;
- Job secondment;
- In-house presentations;

Informal CPD activities

Partaking in an activity that has the potential to provide a measurable learning outcome. For example:

- Learning on the job;
- Peer guidance and discussion;
- Structured reading
- Work shadowing;
- Preparation of CPD presentations to colleagues and other professionals;
- Exposure to new situations at work which require action;
- Participating in careers conventions;
- CD Roms for research purposes and technical information;
- Participating in IVM activities such as membership of committees where new ideas and initiatives are discussed;
- Sharing knowledge and experience with others;
- Acting as a coach or mentor for a fellow professional;
- Being coached or mentored by a fellow professional;
- Self-study through reading text books or study pack;
- Personal learning from the internet;
- Volunteering;
- Relevant out-of work activities.