IEEE Senior Member Virtual Reference Panel

How to guide
What’s In It For You?

Members who elevate to the rank of IEEE Senior Member have a higher retention rate than those who hold the rank of Member.
- On average a 95% retention rate

Fill Open Volunteer Positions
- The rank of Senior Member is necessary to hold certain Committee positions and IEEE Leadership roles.

Your section can be rewarded.
- Reward Structure: **Nominating Sections** and Societies that nominate at least five successful new Senior members will be awarded US$10 for each Senior member they nominate who is approved for elevation...
What’s In It For Your Members?

Benefits of Senior Membership

- **Recognition:** The professional recognition of your peers for technical and professional excellence.
- **Leadership eligibility:** Senior members are eligible to hold executive IEEE volunteer positions.
- **Ability to refer other candidates:** Senior members can serve as a reference for other applicants for Senior membership.
- **Review panel:** Senior members are invited to be on the panel to review Senior member applications.
- **Letter of commendation:** A letter of commendation on the achievement of Senior member grade will be sent to your employer (upon request). [Request a letter of commendation](#).
- **Announcements:** Announcement of your elevation can be made in section/society and/or local newsletters, newspapers, and notices.
- In addition to your new benefits, the following rewards are sent to you via postal mail:
  - **Complimentary Society Voucher:** You may use this voucher to join one new IEEE Society.
  - **Senior Member plaque:** An engraved plaque you can proudly display to colleagues, clients, and employers. The plaque, an attractive fine wood with bronze engraving, is sent approximately eight weeks after elevation.
IEEE Senior Member Grade Criteria

- Have 10 years of Professional experience
  - Seven years work experience plus Bachelor degree which counts as 3 years
  - Six years work experience plus Masters Degree which counts as 4 years
  - Five years work experience plus PhD which counts as 5 years

- Demonstrate at least 5 years of significant performance
  - Need not be consecutive

- Three references
  - Active Senior Members, Fellows, Life Senior Members, Life Fellows, or Honorary Members

- Complete the online application at the Senior Member Portal.
The Challenge of Getting References

- Members frequently are unable to attend meetings due to work schedules.
- Members may not be located near Section or Chapter meetings or presentations.
- Members may not feel comfortable trying to determine the identity of Senior Members at activities.
- A member’s society may not have a chapter in the local area which holds meetings.
- Seniors Members and Fellows want to at least talk to the person they are referring prior to completing the applicants endorsement.
Getting References: The Solution!

Hold Virtual Senior Member Reference Panels

- Conduct virtual interviews with IEEE member applicants
- References can get to know the candidate(s) by asking them questions as they relate to their work experience and or education
- The “Lobby” feature of WebEx allows the Host to place attendees in a Virtual Lobby where they are still connected to WebEx, but cannot hear or see what is happening in the main window, ensuring interviews are private, involving only the candidate and the potential references.
The Virtual Reference Panel Process

*The Communication*

- Recruit Senior Members for the Virtual Panel. This can be done via [eNotice](https://docs.google.com/document/d/1gCnY8x2EFKJv-Y2qdG1rz_hQA6uaZXNsi7TJRg-Fwoc/edit) to eligible references

- Sample Outreach to potential senior members
  - [https://docs.google.com/document/d/1gCnY8x2EFKJv-Y2qdG1rz_hQA6uaZXNsi7TJRg-Fwoc/edit](https://docs.google.com/document/d/1gCnY8x2EFKJv-Y2qdG1rz_hQA6uaZXNsi7TJRg-Fwoc/edit)

- Sample notification to potential references
  - [https://docs.google.com/document/d/1Bsm9y-FrJ8z9SBUxycoYn-dYzUG7XH2ATp_OI3H2tk/edit?usp=sharing](https://docs.google.com/document/d/1Bsm9y-FrJ8z9SBUxycoYn-dYzUG7XH2ATp_OI3H2tk/edit?usp=sharing)
Interviewing the Applicant

What To Look For, Questions To Ask

- Dates
- Details