

## Completing your statement of professional competence

As part of your application to join or upgrade your membership, you are required to demonstrate your experience against several risk management and leadership competences. The number and level differ depending on the grade of membership (**Associate**, **Member**, **Fellow**) you are applying for.

Click on the grade you are applying for to see the applicable competences and the number you are required to demonstrate. You can also view the full [IIRSM risk management and leadership competence framework](#).

The competences have purposefully been presented generically so they can be interpreted and applied to different areas of practice and geographical locations. It is important you apply them within the context of your own area of work, specialism and location.

The different risk management and leadership competence areas include several example bullets of the competences expected of somebody working at different levels and career stages. You do not need to evidence each bullet – a minimum of one in each of your chosen areas is enough. However, you will probably find you cover more than one area of competence and behaviour in the examples you provide, which is fine.

### What is STAR?

**STAR** is a simple structured technique to help you reflect, capture and describe your experience and competence. Consider the role you played, the actions you took and the impact you had.

**STAR** stands for - **S** – situation, **T** – task, **A** – action or approach, **R** – result.

#### **S – Situation**

Use this section to briefly set the scene.

#### **T – Task**

Build on the background and outline the major tasks you needed to undertake to resolve/deliver your situation. Include how important or difficult it was to overcome, including any constraints.

#### **A – Approach**

Use this opportunity to outline the steps you took to ensure you successfully resolved/delivered the situation. The key to this section is to identify and convey the skills and knowledge used to achieve a successful outcome.

#### **R – Results**

This section should demonstrate the outcome/impact. Where possible, use quantifiable evidence to back them up.

Nailing your statement of professional competence is all about how you tell your story. STAR is a guide, but make sure your responses flow naturally from one point to the next.