



# Institute of Management Services

## Newsletter May 2015

### Appointment of Examiners and Assessors

The Institute is looking to recruit additional examiners and assessors for its Management Services Certificate examinations. This is an opportunity to contribute to the development of the next generation of our profession,

The main job of Examiners is to mark scripts submitted by candidates - working to agreed marking criteria. Additionally examiners will on occasions be asked to write additional examination questions/papers and to contribute to discussions on the future of IMS examinations and qualifications.

Assessors are responsible for oversight of the 'quality' and 'standards' of the IMS examinations. They will sample papers marked by Examiners and comment on the consistency and robustness of the marking. Their role is to ensure that all examination

questions are appropriate and that all students receive a similar standard of marking.

#### Criteria for appointment of Assessors and Examiners

Those wishing to become an Examiner or Assessor for IMS qualifications should:

Be corporate members of the Institute

Have experience in a number of areas of the Institute's Body of Knowledge

Have sufficient standing, credibility and breadth of experience to command the respect of professional peers

Understand the professional ethics of the Institute

Preference will be given to candidates who:

Have competence and experience relating to the design and marking of examination questions, and to the design and operation of other forms of assessment

And especially for the post of Assessor, to candidates who:

Are aware of current developments in the design and delivery of professional qualifications and curricula

#### Conflict of Interest

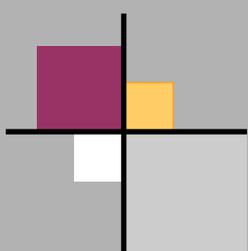
Examiners and Assessors must not work for any agency or organisation that provides courses leading to Institute qualifications and are expected to 'declare an interest' if they have any personal or professional relationship with any member of staff of such an organisation or agency, or with any student undertaking Institute examinations.

### Update Your Membership Certificate

In recent months the Institute has been promoting membership upgrading to its membership.

We now have a new easy to follow [membership grade table](#) on our website and we have redesigned our membership certificates with a new modern design. With

these new initiatives in place it is the Council of Managements aim to update and promote the Institute. If you are already an Associate, Member or Fellow of the Institute you can update your current membership certificate with our new design for a nominal fee of £10.00.



# New IMS Website Pages

## **Membership Benefits**

As the Institute moves forward with its Regeneration Programme we have added a new Membership Benefits at a Glance page to our website. It is hoped that this will attract new members to the Institute and give them a informed guide as to what the Institute has to offer its membership.

In the coming months it is the Institutes intention to update this page as new membership services come into operation. We hope that our current membership will support and promote the Institute to their business partners and work colleagues in the future.

[Click here to find out more](#)

## **Journal**

The Institute has also added a new website page for the Management Services Journal this page is for potential Subscribers, Agents and non-Members who wish to subscribe to the Management Services Journal.

This page displays the fees involved for subscribing only to the Management Services Journal.

The Management Services Journal will no longer be freely available on our website to non Institute members but members will still have access to the current and archive journals in the usual way.

Would your employer be inter-

ested in becoming a subscriber to the journal?

[Click here to find out more](#)



*“Achieving excellence  
through people  
and productivity”*

## **Institute of Management Services**

Brooke House  
24 Dam Street  
Lichfield  
Staffordshire  
WS13 6AA

Phone: 01543 266909

Fax: 01543 257848

E-mail: [admin@ims-stowe.fsnet.co.uk](mailto:admin@ims-stowe.fsnet.co.uk)

Website: [www.ims-productivity.com](http://www.ims-productivity.com)

## **Management Services Journal**

### **Current Issue**

#### **Now Available online**

If you no longer wish to receive a Journal by post please contact our Administrator

Email: [admin@ims-stowe.fsnet.co.uk](mailto:admin@ims-stowe.fsnet.co.uk)

#### **The Institute’s mission is:**

to promote to key stakeholders in UK government and commerce:

an understanding of the concept of productivity and its improvement;

and

the importance of structured approaches to productivity analysis, measurement and enhancement.

to identify good practice and professional standards in productivity improvement by individuals or organisations; and to create and deliver education, training, advisory and support services aimed at helping individuals and organisations to establish and maintain that good practice and those professional standards.

[Visit our website](#)