

# TAKING A CAREER BREAK

October 2017



**engineering**  
new zealand  
Institute of Engineering Professionals



## WHAT'S A CAREER BREAK?

If you take leave from work for at least six months, you're on a career break. During this time, there'll be a few changes to your Engineering New Zealand membership. We've outlined them here so you know what will happen, and won't have to worry about it while you're on leave.

Your career break might be for parental leave or you might be taking care of your own, or a family member's, health. If you're unemployed, travelling, studying full-time, doing voluntary work overseas or you're involved in elite sports or cultural pursuits, we count those as career breaks, too. And there might be other significant circumstances that mean you qualify for a career break – get in touch with us to talk about it.

If you're retired, we have a separate policy in place for your membership. And if you're a Student Member, career breaks don't apply to you yet.

## WHAT HAPPENS TO MY ENGINEERING NEW ZEALAND MEMBERSHIP?

While you're on a career break, you'll receive all your usual publications and newsletters from Engineering New Zealand, to keep you up to date with what's happening in the profession. You'll keep your access to our online member area too.

### KEEP MAKING YOUR ANNUAL COMMITMENT

Making the annual commitment to the Code of Ethical Conduct and continuing professional development (CPD) means you can keep using your membership post nominal while you're on your career break.

CPD remains an important part of your Engineering New Zealand membership. You need to do enough during your career break to keep track of developments within the profession. There's not a set amount you need to do, though. You'll know what's most useful for you. But as a guide, we suggest you read Engineering New Zealand publications, plus anything from relevant interest groups, and you keep in touch with your professional networks.

When you're planning to return to work, create a CPD plan to help you get fully up-to-date with latest engineering best practice within your first 12 months. This could include CPD, mentoring, supervision or peer review. It'll help you manage your return to work safely, professionally and in line with your ethical obligations.

If you're a Chartered Member, we'll review your CPD records once you've been back in work for a year to make sure you have kept current enough to keep your Chartered Member title.

### REDUCED FEES

You'll pay a reduced membership fee during your career break. Let us know as soon as you can if you plan to take a career break, so we can adjust your membership fee rates. You'll need to apply by 1 September.

If you've already paid your annual membership fees, a credit will be held for you to use in the following year. Discounts do not apply to preceding years.