

Your Chartered Institute. Here for you every day.

Welcome to BCS, The Chartered Institute for IT.

Your organisation has invested in BCS membership because it understands the benefits it can bring, both for the organisation and for its digital talent - which is why your role as Project Lead is so vital.

BCS Organisational Membership gives the tech professionals within your organisation the insight, ethical standards and professional development they need to make better and ethical decisions, build stronger capabilities and stay ahead of constant change.

Help colleagues to make the most of membership. Every day.

The real value of your Organisational Membership can only be realised if your tech professionals fully engage with it and discover the range of support and tools available.

By promoting membership, explaining what's available and maintaining uptake and enthusiasm, you'll help to create a culture of professionalism and continuous development across your organisation. You can also advise new members how to join and let us know of any leavers.

The most successful membership schemes are those with active support from within the organisation. However, as your Chartered Institute, we are always on hand to provide guidance, resources and communications.

To make things easy, we have created a webpage specifically for you where you will find useful links, tools and ideas to help your members develop and expand their knowledge. Simply follow this link: www.bcs.org/OM-Hub

Thank you for taking such a pivotal role in making your organisation's membership a success. Every single day.



Sharron Gunn BFP | MBCS | FCA
Group CEO

Tel: 01793 417424

Email: bcsomsupport@bcs.uk

Every day brings new opportunity

ORGANISATIONAL MEMBERSHIP

your chartered institute. here for you every day.

www.bcs.org

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Every day brings new opportunity

Make the most of your membership

Organisational Membership has been designed to support both your digital professionals and your organisation.

It combines trusted professional standards with practical development resources and insight, helping organisations to build stronger digital capabilities whilst supporting individuals at every stage of their career.

Professional membership includes access to a growing range of valuable benefits, including new exclusive benefits only available to members who join through their organisation's membership scheme.

Your role as Project Lead

You are the driving force behind your organisation's BCS membership.

Your leadership helps colleagues discover the value of membership, encourages engagement and ensures your organisation gains the greatest possible return from its investment.

Throughout this guide you'll find dedicated Project Lead action callouts, highlighting where your actions can make the biggest difference.

Together, they'll help you maximise engagement, support your members and ensure your organisation gets the greatest possible value from its BCS Organisational Membership.



Credibility that sets you apart

BCS Membership demonstrates commitment to the highest standards, the best ethical practice and outstanding continuous professional development. Your role as a Project Lead positions you as a credible leader of a professionally aligned, externally validated programme.

Professional credibility is at the heart of what we offer and we have a variety of tools to enhance professional standing.

- Commit to ethical IT practice by supporting your employees to work in line with the BCS Code of Conduct, backed by ethics learning, guidance and professional standards.
- Achieve the pinnacle of professional recognition through the pathway to Chartered IT Professional (CITP) status, available exclusively through BCS.
- Build professional credibility with industry recognised qualifications, certifications and post-nominal letters that demonstrate expertise and commitment to continuous development.
- Show your organisation invests in trusted professionals through accreditation by BCS, reinforcing your reputation as an employer committed to high standards across the IT profession.



BCS Platinum Partner status

The pride and recognition of working for a renowned high performing, ethically led organisation can be enhanced further with BCS Platinum Partner status. This accolade publicly recognises organisations that demonstrate outstanding commitment to professionalism, ethics and workforce development.

As a Project Lead it also:

- Makes it easy to track the programme's impact and to demonstrate this to senior management.
- Simplifies your role by providing a clear pathway for improvement
- Strengthens your standing within your organisation as someone able to deliver organisation-wide initiatives at scale.

How your digital workforce can help achieve Platinum Partner status

Platinum status is only awarded to organisations that can demonstrate that 90% of their scheme members are committed to the required standards of professionalism and ethical practice. They can help your organisation to become a Platinum Partner by completing two simple tasks:

1. Signing up and adhering to the BCS Code of Conduct
2. Completing the 'Ethical IT Professional' CPD module within the first month of membership.

Project Lead Action:

Please encourage your colleagues to login to your MyBCS today and get started.



Develop capabilities and connections

Your organisation's membership provides access to learning and development opportunities that will help to build skills, knowledge and connections for years to come.

These include:

- Continuing Professional Development including 3 free CPD modules every year
- Professional development tools to accelerate professional growth
- Curated industry insights and trusted reports to keep your team's knowledge on point
- An exclusive programme of member-only events so you can keep learning and connecting
- Discounted learning opportunities with world-leading educational institutions
- Professional certification options to reflect level and standing
- Access to a global membership community of 70,000 professionals to connect with, share knowledge, learn and benchmark your skills.

[Login to MyBCS today to get started.](#)



Be a tech leader of tomorrow

Your Organisation's membership brings exclusive benefits aimed at creating the leaders of tomorrow. Which is why your tech team members have the chance to join the Chartered Institute's new leadership programme, Future Tech Talent. This is only available to 10% of your tech team who join the scheme through Organisational Membership. This equates to £1500 of learning value per scheme member.

Future Tech Talent

Future Tech Talent drives continuous upskilling that reflects current industry needs and provides a structured learning pathway focused on leadership, business awareness and professional development.

Participants can complete a series of Practitioner Awards before progressing towards the Practitioner Certificate, supporting both career progression and future Chartered IT Professional pathways.

Successful participants are awarded sharable certificates; future-proofing skills and increasing confidence.

For Project Leads:

- It provides a structured easy-to-deploy framework that reduces the burden of designing and managing deployment
- Improves participant outcomes across teams and improves consistency
- It is easy to track and report to senior management

[Learn more](#)

If you have an Account Manager, talk to them about access codes for Future Tech Talent. Otherwise contact servicedelivery@bcs.uk



Ethical Toolkits

Every day technology is changing rapidly. Ethical decision-making has never been more important. Your organisation's membership includes exclusive access to practical Ethical Toolkits that help tech professionals to apply recognised ethical principles to everyday decisions.

Resources include:

- Practical frameworks, policies and templates
- Guidance on how to tackle current topics such as AI and data ethics
- Actionable tools for your digital workforce

These toolkits build confidence in handling real-world ethical challenges and strengthen organisational credibility by demonstrating adoption of the highest ethical standards. This translates into enhanced business outcomes, reduced regulatory, reputational and delivery risk and higher levels of customer and partner trust.

[Access the BCS Ethical Toolkits here.](#)

Project Lead Action: Encouraging your members to sign up to the BCS Code of Conduct goes towards your Platinum Partner Status.



Understand impact. Monitor progress with data and insights

Understanding the impact of professional development is essential.

BCS provides a range of tools to help monitor members' progress with clear, measurable insights.

As a Project Lead you will receive a number of reports during your membership which:

- Provide clear automated visibility of engagement, progress and outcomes across teams
- Identify what is working and what isn't, so you can optimise rollout and drive stronger adoption
- Enable you to address gaps in engagement or capability with targeted interventions
- Strengthen your credibility by evidencing the success and value of the programme with real data
- Support continuous improvement through informed recommendation and insight-led optimisation



Membership in action

Hear from our members

In reality, without working with BCS, many of the educational development opportunities available to our team simply wouldn't have existed. It's opened up fantastic opportunities for people to grow professionally.

Ian Fabbro

Milton Keynes University Hospitals NHS Foundation Trust

[Watch our member video here](#)

Being a BCS member organisation gives us independent verification of our staff's capabilities and instils trust that we approach technology and engineering in an ethical manner.

Colin Petford FBCS

Director, Discover Financial Services

[Watch our member video here](#)



Every day, professionalism matters

The BCS Code of Conduct

Professionalism sits at the heart of BCS membership.

Every member agrees to uphold and promote the BCS Code of Conduct, demonstrating a commitment to integrity, ethical behaviour and acting in the public interest; characteristics we share as practitioners responsible for developing the profession and realising our shared purpose of making IT good for society.

The Code provides a framework for professional behaviour and helps maintain the high standards expected of BCS members.

By following the Code, members demonstrate their commitment to:

- Acting professionally and ethically
- Maintaining and developing their competence
- Working responsibly and in the public interest
- Supporting the reputation of the profession

Every BCS member commits to the full Code of Conduct



Every day learn, connect and grow

Membership connects your teams with the UK's largest professional technology community. With upwards of 70,000 members (and growing), it is easy to connect and learn from like-minded professionals.

Members can get involved through:

- A range of member communities with topics from Artificial Intelligence & Ethics to Cybersecurity & Data Protection
- Local branches and international sections from London to Sri Lanka
- Professional communities
- Online events and discussions

BCS hosts a year-round programme of webinars, conferences, workshops and exclusive member events so your team members can stay up to date with emerging technologies, hear from industry experts and connect with professionals across the sector.

[Visit the BCS Events Calendar to see what's coming up.](#)

Shape the future

BCS helps members influence the future of technology through policy, media and thought leadership.

Opportunities include:

- Government consultations
- Policy working groups
- Media opportunities
- Industry panels
- Research programmes

If you or your organisation would like to get involved, please contact: policyhub@bcs.uk



Promoting membership, every day

Promoting BCS membership within your organisation is key to making it a success for everyone. There are many ways to make the most of membership and we are committed to working with you to realise the value of membership for your organisation.

Here are some tips to ensure that your digital team are aware of BCS membership and to ensure that your members are getting the most from their membership.

Project Lead Actions:

- Develop a culture of CPD and professionalism through appraisals and regular 1:1s highlighting BCS membership opportunities and tools.
- Encourage individuals to lead by example, all digital managers and senior managers should be members
- Send regular reminders for your tech team to join or to use their membership more.
- Promote BCS membership as a staff benefit in recruitment advertising
- Let new recruits know they can join as part of your department's induction programme.
- Hold launch events and activities led by the Sponsor and HR team.
- Promote Membership on your intranet.
- Plan times to use the benefits in your package

Encourage membership applications

Applying for membership is easy. If you haven't already, you will receive login details to the Organisational Membership portal. You will also receive login details to share with your digital team. These should be passed on to everyone you would like to apply and who are eligible for BCS membership.

The sign-up process only takes 5 minutes and simply requires the applicant to complete their contact details and state the level of membership they are applying for.

Of course, some in your team may already be members of BCS; the good news is that they can apply to transfer their membership across to your Organisational Membership and enjoy the extra benefits this brings.



Manage your membership

Log into the OM portal

When your Organisational Membership is created, you receive access to our portal, so you can monitor uptake and track your members easily. We recommend you log in once a week to check on requests for membership. Just go to membershipschemes.bcs.org and enter the username and password you were provided with.

When you login, you will be presented with a brief overview of your Organisational Membership. You'll be able to see the total number of members, the number of members renewing and whether you have any members awaiting approval to become a part of your Organisational Membership.

Approving applications

Associate (AMBCS), Professional (MBCS)

Click on your Organisational Membership name to view the applications awaiting approval. To ensure the member of staff has selected the appropriate grade, click view/edit next to their name to view their full application; additional comments relating to their application may be shown within the comments box.

If you are unable to authorise an application, you can either decline the application or leave it in the applications awaiting approval section. If you choose to decline the application or leave it, you should inform the member of staff. Applications will remain at the awaiting approval stage until they are approved or declined. You can also view a list of current members in the scheme via the view members and renewals link.

Once you're happy with your member's choice, please allow a few days for us to complete the rest of the process. After this the member can take advantage of all benefits, tools and services.

Affiliate membership for non-IT coordinators or HR professionals

We like to make membership available to as many staff as possible. Affiliate membership is available to people who have an interest in IT and the IT profession but are not employed in IT roles. It's a way to stay up to date with the market, trends and regulatory developments.



Membership grades and eligibility

There are three levels of BCS membership ranging from entry level Associate grade through to Fellowship. Part of your role as a Project Lead will be to assess and verify applications for each level.

Associate membership (AMBCS)

Associate membership is designed specifically for tech apprentices and trainees. Our professional development tools, career services, mentoring and industry networks help them to build strong foundations for their career in tech.

To become AMBCS, you need to be on a tech apprenticeship or training programme based in the workplace.

[Associate membership criteria](#) | [Build your tech career](#) | [BCS](#)

Professional membership (MBCS)

Professional MBCS members are the driving force behind the global tech industry. Becoming MBCS shows that you are an ethical, accountable professional, committed to high standards in your work and to continually developing your skills and knowledge.

Professional members enjoy full access to our CPD portal, e-learning library, skills framework, mentoring network and more. They'll receive all the latest industry news and research to their inbox and even get to contribute their views to our government policy consultations. They'll also be able to connect with the global BCS community for debate, idea-sharing and collaboration and perhaps raise their professional profile by speaking at a BCS branch or specialist group event or contributing an article to our ITNOW member magazine.

To join as a Professional Member, they'll need to be working in an IT or digital role or hold a relevant qualification such as a BCS Higher Education Qualification or BCS-accredited degree.

[Become a Professional Member](#) | [Raise your tech career profile](#) | [BCS](#)

Fellowship (FBCS)

The BCS Fellowship celebrates a diverse and inclusive community from a broad range of backgrounds. The grade demonstrates a significant contribution to the IT industry and a respected standing within the community. Our Fellow community plays a pivotal role in acting as advocates for how an individual's commitment to excellence is creating greater outcomes for industry and society overall.

Upgrading to FBCS

The process of applying for FBCS has never been easier with eligibility often closer than many people think. Visit the BCS Fellows page to learn more about the criteria and application process.

[BCS Fellowship](#) | [For influential professionals in digital](#) | [BCS](#)



Your 12-month Organisational Membership journey

Four phases to help you build lasting engagement across your team
- from first sign-in to Platinum Partner status.

1

Welcome & Discovery

MONTHS 1-3

- ▶ Read your welcome pack and gain access to MyBCS
- ▶ Kick-off meeting with BCS — set KPIs and define success together
- ▶ Hold your launch event and send the sign-up link to all scheme members
- ▶ Introduce Ethical Toolkits to managers to use with their teams
- ▶ At 30 days check your engagement reporting
- ▶ Identify and sign up your first Future Tech Talent cohort

SPOTLIGHT

Build micro habits: get 90% of your scheme members to complete the Ethical IT Professional CPD module in their first 30 days — a key step toward Platinum Partner status.

2

Engage & Enable

MONTHS 4-6

- ▶ Make BCS part of your team's routine — regular sign-ins and a second CPD module
- ▶ Everyone signs up to at least one member-exclusive event via the events calendar
- ▶ Ensure your colleagues have signed up to the BCS Register of Professionals and stand out amongst your competitors
- ▶ Explore the member discounts with leading brands including Dell and Cambridge Advance Online
- ▶ Build BCS into working life — specialist groups, career planning tools and skills frameworks

SPOTLIGHT

When 90% of your scheme members sign up to the BCS Code of Conduct you'll have ticked another box to reach Platinum Partner status.

3

Embed

MONTHS 7-9

- ▶ Identify possible Fellows in your teams and support them to start their applications
- ▶ Promote Future Tech Talent to identify your next cohort — building towards Chartered status (CITP)
- ▶ Remind teams to start their third CPD module

SPOTLIGHT

Showcase members benefiting from membership — joined a group, completed Future Tech Talent, or applied skills?

4

Elevate

MONTHS 10-12

- ▶ Review your engagement reporting to evidence ROI to your leadership team
- ▶ Shape the future of the profession through policy, standards and influence
- ▶ Help colleagues plan next year's PDP and CPD — and renew with purpose

YEAR END

Celebrate attaining **Platinum Partner status** — 90% of your scheme demonstrably committed to professionalism and ethical practice.

Need a hand along the way? Call **01793 417424** or email **bcsomsupport@bcs.uk**



Transferring out members

If you wish to transfer a member out of your Organisation Membership because, for example, they have left the organisation, please email: bcsmemberschemes@bcs.uk with their details.

We will contact them directly to let them know that they can continue their membership when it is due for renewal as an individual member.

You can then re-use this membership space immediately.

Please note the email above should only be used for transferring members out.

For all other enquiries, contact bcsomsupport@bcs.uk.



Professional registrations

Professional registration with BCS provides independent recognition of an individual's skills, experience and commitment to professional standards.

Enabling members to:

- Gain independent recognition of their skills, experience and professionalism
- Achieve respected registrations including Chartered IT Professional (CITP) and Registered IT Technician (RITTech)
- Fast-track their route to CITP through the Future Tech Talent leadership programme
- Demonstrate their commitment to ethical practice, continuous professional development (CPD) and professional standards
- Give employers and customers confidence that they've met nationally recognised standards of competence
- Support their career progression with professional recognition that showcases their expertise and responsible practice.

Project Lead Action:

Why not get your team members to try our [Professional Registration Quiz](#) to discover which registration is best for them?

[Become registered with BCS | BCS](#)



Email support, every week

Every individual scheme member receives a series of practical emails designed to help them get the greatest possible value from their BCS membership. The programme guides members through the benefits available to them, encouraging them to build lasting habits around professional development, networking and engagement.

The programme is front-loaded during the first two months, when members are introduced to their Welcome Pack, MyBCS, CPD, events, professional registrations, communities, webinars and member benefits. After this, emails focus on additional resources, services and opportunities to support professional growth. The aim is to ensure members discover the right benefit at the right time, making membership feel relevant and valuable from day one.

How Project Leads can help maximise impact

Project Leads should look to reference the themes and content members are receiving and encourage them to take the next step. For example, if members have just received an email about CPD, Project Leads can remind them to complete their Ethical IT Professional module or discuss how CPD supports both personal development and organisational goals.

By aligning conversations, internal communications and professional development activities with the Welcome email programme, members receive consistent messages from both BCS and their employer, increasing awareness, engagement and the value realised from organisational membership.



Lifelong learning. Every day.

As technology evolves, continuous learning has become more essential than ever. BCS has created a lifelong learning pathway that ensures your digital workforce has the skills needed to meet every future tech challenge.

1. Continuous Professional Learning:

Develop new skills, maintain professional competence and adapt to emerging technologies and industry practices.

CPD encourages members to reflect on their learning regularly, identify development needs and record activities that enhance their knowledge and capabilities.

Helps your digital team to remain effective, ethical and relevant

And now, as part of their membership, they can also enjoy 3 CPD modules free every year, including our essential Ethical IT Professional module.

[Discover more about CPD modules available](#)

2. Professional Certifications:

Enable team members to gain recognised credentials in specialist areas such as business analysis, information security, data and software testing.

Certifications provide senior managers and customers with the confidence that your team has achieved industry-recognised standards and possess up-to-date knowledge in their chosen disciplines.

[Take a look at our professional certifications](#)

3. Apprenticeship Programmes: developing the next generation of digital professionals

Apprenticeships combine practical workplace experience with structured learning and assessment.

[Find out more about Apprenticeships](#)



We're here to help, every day

Need support? Visit the [OM Support Hub](#)

Or explore these useful links:

[Login to MyBCS](#)

[Future Tech Talent](#)

[BCS Ethical Toolkits](#)

[BCS Code of Conduct](#)

[BCS Events Calendar](#)

[BCS Associate membership](#)

[BCS Professional membership](#)

[BCS Fellowship](#)

[BCS Professional Registration](#)

For additional support:

t: 01793 417424

e: bcsomsupport@bcs.uk

Data protection

Both the client and BCS must comply with the relevant requirements of the Data Protection Act 2018, Regulation (EU) 2016/679 and any directions issued by the Information Commissioner in their processing of such personal data.

Thank you

Thank you for helping your organisation to administer and create maximum value for their Organisational Membership. We hope this Welcome Pack helps you get started.

We're looking forward to supporting you throughout the year as you continue to help your team develop, strengthen their professional standards and make the most of everything your membership has to offer. **Every single day.**

