

## Elements and Expectations of the A.Ag Program

For A.Ag's accepted after April 1, 2018.

<b>Element of Program</b>	<b>Expectations/Comments</b>
<b>2X/year meetings between A.Ag and mentor</b>	The expectation of mentors is to provide guidance for Articling Agrologists and monitor their progress through regular meetings.  <i>*To be "signed off" on your program checklist</i>
<b>Attend a branch PD event</b>	The Articling Agrologist is encouraged to attend branch PD events and become involved in branch activities, including participation in committees. Branch PD activities and events are excellent forums for professional development and expanding your professional network.  <i>*To be "signed off" on your program checklist</i>
<b>Brief oral report at a branch meeting</b>	The Articling Agrologist is to make a <u>short</u> oral report at a branch meeting. Arrangements should be made through the A.Ag Coordinator or Branch President.  Scope of the oral report should include: <ul style="list-style-type: none"> <li>• who your mentor is,</li> <li>• your academic background,</li> <li>• your area of practice within agrology,</li> <li>• your work experience to date, and</li> <li>• a description of your current employment.</li> </ul> <i>*To be "signed off" on your program checklist</i>
<b>Volunteer at a Branch/BCIA event OR sit in at a Branch Executive Meeting/ Conference Call</b>  (contact your A.Ag Coordinator)	The Articling Agrologist is encouraged to attend branch and BCIA events and become involved at the branch and/or BCIA level, including participation in committees and/or branch meetings. This is aimed at increasing networking and professional opportunities and compelling new Members to better acquaint themselves with their respective Branch activities and with BCIA.  <i>*To be "signed off" on your program checklist</i>
<b>Attend a branch Annual General Meeting</b>	Articling Agrologists are encouraged to let their name stand for positions on the branch executive. Branch Directors are good "entry positions" that expose the member to decision making within a professional organization.  <i>*To be "signed off" on your program checklist</i>
<b>Attend a BCIA Annual General Meeting</b>	This is an opportunity to network with members of the Institute from across the province and to see the workings of your Institute at the provincial level. Consider being involved in the BCIA AGM by volunteering or participating in discussions with other members.  <i>*To be "signed off" on your program checklist</i>

<i>Element of Program</i>	<i>Expectations/Comments</i>
<b>Attend the A.Ag workshop on “The Profession of Agrology”</b>	<p>This is a workshop that is delivered over 2 to 3 hours, often in conjunction with a BCIA AGM or by your branch. The PowerPoint of this workshop is available online under <a href="#">Member Resources</a> in PDF format. Topics include:</p> <ul style="list-style-type: none"> <li>• What does it mean to be a Professional Agrologist?</li> <li>• The history of BCIA</li> <li>• The Agrologist Act (2003) and Bylaws</li> <li>• Code of Ethics</li> <li>• Scope of Agrology</li> <li>• The role of Agrologists in decision making</li> <li>• Continuing professional development requirements</li> <li>• An overview of other resource professions</li> </ul> <p><i>*To be “signed off” on your program checklist</i></p>
<b>Complete the BCIA Ethics for Professionals Workshop</b>	<p>The Institute makes this workshop available to all members as a continuing professional development opportunity. This workshop is delivered in various regions and in conjunction with BCIA Annual General Meetings.</p> <p>The Ethics workshop is approximately six hours and includes case studies and scenarios to initiate discussion on issues of professional ethics. Fostering the ethical behavior of professionals is a foundation of BCIA.</p> <p><i>*To be “signed off” on your program checklist</i></p>
<b>Document work experience in field of agrology</b>	<p>Refer to the definition of agrology in the <i>Agrologist Act</i> in <b>Section 2</b>. Using the Record of Work Experience form provided in <a href="#">Section 5</a>, provide a brief summary of the projects you are involved in. Document the areas of practice within agrology that encompass the work.</p> <p><b>This summary will help you prepare the A.Ag program review at the end of the program.</b> It can also be a resource when your mentor prepares a letter of recommendation.</p> <p>If your employer has information systems currently in place that duplicate all or part of the form provided, you can cross reference the two documents.</p>
<b>Complete the Professional Negligence and Regulatory Offences webinar - Module #1 of Professional Liability</b>  (Log in as member – Go to <a href="#">Member Resources</a> )	<p>The Institute makes this webinar available to all members as a continuing professional development opportunity.</p> <p>This 73 minute webinar developed specifically for agrologists is presented by Angela Westmacott, QC.</p> <p><i>After completing the webinar, go to your PD Reports to declare completion of Professional Negligence and Regulatory.</i></p>

## Elements and Expectations of the A.Ag Program

For A.Ag's accepted after April 1, 2018.

<b>Element of Program</b>	<b>Expectations/Comments</b>
<b>2X/year meetings between A.Ag and mentor</b>	<p>The expectation of mentors is to provide guidance for Articling Agrologists and monitor their progress through regular meetings.</p> <p><i>*To be "signed off" on your program checklist</i></p>
<b>Attend a branch PD event</b>	<p>The Articling Agrologist is encouraged to attend branch PD events and become involved in branch activities, including participation in committees. Branch PD activities and events are excellent forums for professional development and expanding your professional network.</p> <p><i>*To be "signed off" on your program checklist</i></p>
<b>Brief oral report at a branch meeting</b>	<p>The Articling Agrologist is to make a <u>short</u> oral report at a branch meeting. Arrangements should be made through the A.Ag Coordinator or Branch President.</p> <p>Scope of the oral report should include:</p> <ul style="list-style-type: none"> <li>• who your mentor is,</li> <li>• your academic background,</li> <li>• your area of practice within agrology,</li> <li>• your work experience to date, and</li> <li>• a description of your current employment.</li> </ul> <p><i>*To be "signed off" on your program checklist</i></p>
<p><b>Volunteer at a Branch/BCIA event OR sit in at a Branch Executive Meeting/ Conference Call</b></p> <p><i>(contact your A.Ag Coordinator)</i></p>	<p>The Articling Agrologist is encouraged to attend branch and BCIA events and become involved at the branch and/or BCIA level, including participation in committees and/or branch meetings. This is aimed at increasing networking and professional opportunities and compelling new Members to better acquaint themselves with their respective Branch activities and with BCIA.</p> <p><i>*To be "signed off" on your program checklist</i></p>
<b>Attend a branch Annual General Meeting</b>	<p>Articling Agrologists are encouraged to let their name stand for positions on the branch executive. Branch Directors are good "entry positions" that expose the member to decision making within a professional organization.</p> <p><i>*To be "signed off" on your program checklist</i></p>
<b>Attend a BCIA Annual General Meeting</b>	<p>This is an opportunity to network with members of the Institute from across the province and to see the workings of your Institute at the provincial level. Consider being involved in the BCIA AGM by volunteering or participating in discussions with other members.</p> <p><i>*To be "signed off" on your program checklist</i></p>

<i>Element of Program</i>	<i>Expectations/Comments</i>
<b>Attend the A.Ag workshop on “The Profession of Agrology”</b>	<p>This is a workshop that is delivered over 2 to 3 hours, often in conjunction with a BCIA AGM or by your branch. The PowerPoint of this workshop is available online under <a href="#">Member Resources</a> in PDF format. Topics include:</p> <ul style="list-style-type: none"> <li>• What does it mean to be a Professional Agrologist?</li> <li>• The history of BCIA</li> <li>• The Agrologist Act (2003) and Bylaws</li> <li>• Code of Ethics</li> <li>• Scope of Agrology</li> <li>• The role of Agrologists in decision making</li> <li>• Continuing professional development requirements</li> <li>• An overview of other resource professions</li> </ul> <p><i>*To be “signed off” on your program checklist</i></p>
<b>Complete the BCIA Ethics for Professionals Workshop</b>	<p>The Institute makes this workshop available to all members as a continuing professional development opportunity. This workshop is delivered in various regions and in conjunction with BCIA Annual General Meetings.</p> <p>The Ethics workshop is approximately six hours and includes case studies and scenarios to initiate discussion on issues of professional ethics. Fostering the ethical behavior of professionals is a foundation of BCIA.</p> <p><i>*To be “signed off” on your program checklist</i></p>
<b>Document work experience in field of agrology</b>	<p>Refer to the definition of agrology in the <i>Agrologist Act</i> in <b>Section 2</b>. Using the Record of Work Experience form provided in <a href="#">Section 5</a>, provide a brief summary of the projects you are involved in. Document the areas of practice within agrology that encompass the work.</p> <p><b>This summary will help you prepare the A.Ag program review at the end of the program.</b> It can also be a resource when your mentor prepares a letter of recommendation.</p> <p>If your employer has information systems currently in place that duplicate all or part of the form provided, you can cross reference the two documents.</p>
<b>Complete the Professional Negligence and Regulatory Offences webinar - Module #1 of Professional Liability</b>  (Log in as member – Go to <a href="#">Member Resources</a> )	<p>The Institute makes this webinar available to all members as a continuing professional development opportunity.</p> <p>This 73 minute webinar developed specifically for agrologists is presented by Angela Westmacott, QC.</p> <p><i>After completing the webinar, go to your PD Reports to declare completion of Professional Negligence and Regulatory.</i></p>

<i>Element of Program</i>	<i>Expectations/Comments</i>
<p><b>Document Continuing Professional Development and Areas of Practice</b> under <a href="#">members profile – PD Reports</a> .</p> <p>Must be completed before paying dues.</p>	<p>Documenting participation in continuing professional development activities (PD hours) is required of all practicing members of the Institute.</p> <p><b>Required minimum per year is 30 PD hours.</b>  <b>Required 3-year minimum is 125 PD hours.</b></p>
<p><b>Complete the BCIA Articling Agrologist Program Checklist</b></p> <p>Submit with the Program Review once completed.</p>	<p>Documenting your progress through the A.Ag program is important to the Institute.</p>

### *Program Checklist*

In [Section 5](#) you will find the **Program Checklist**. This document is to verify the completion of specific elements or milestones throughout the program. There are eight of ten elements which will require a signature to confirm your completion of the particular element.

These include:

- 2 X per year meetings with Mentor
- Attend a branch PD event
- Brief oral report
- Volunteering at branch or BCIA event/AGM/meeting
- Attendance at a branch AGM
- Attendance at a BCIA AGM
- Completion of the A.Ag workshop “The Profession of Agrology”
- BCIA Ethics for Professionals workshop

*“Signed off”* may include the actual signature of your mentor, your AAg coordinator or another branch executive member, or if necessary, the Registrar or Deputy Registrar. *See the checklist for recommended signators.*

## Requirements for Completion of the A.Ag Program

Once you have completed your A.Ag term (1 year or 2 year as per your letter of acceptance) and all of the A.Ag Program Elements, the following must be submitted to the Deputy Registrar. These can be submitted by mail or email ([p.ag@bcia.com](mailto:p.ag@bcia.com))

<p><b>Two letters of reference</b> to be <b>directly</b> submitted to the Registrar or Deputy Registrar</p>	<p>The intent of these letters is to confirm a professional approach to working in the field of agrology. These letters should confirm:</p> <ul style="list-style-type: none"> <li>• your area(s) of practice</li> <li>• that your work experience during your A.Ag term was undertaken in an ethical manner</li> <li>• that you demonstrated technical expertise in your area of practice</li> <li>• that the work was completed to an acceptable level.</li> </ul> <p>These letters can be submitted by your supervisor, clients, or other professionals in good standing who are in a position to comment on your work experience.</p> <p><i>These letters should be submitted <b>directly</b> to the BCIA office, not to the A.Ag.</i></p>
<p><b>A.Ag Program Review</b></p>	<p><b>The A.Ag Program Review is an essay of 1000 to 1500 words.</b></p> <p>The Review should not focus on initial academic training, but rather focus on your development as a professional during the Articling Agrologist program. The review should integrate all elements of the Articling Agrologist program, including:</p> <ul style="list-style-type: none"> <li>• An articulation of your area(s) of practice within the scope of the agrology profession</li> <li>• A discussion of current issues and potential ethical challenges within your area(s) of practice in British Columbia</li> <li>• A summary of your work experience and responsibilities in agrology during the A.Ag program</li> <li>• An overview (perhaps using a diagram) of your developing “professional network” within your area of practice where, as a professional, you need to maintain and foster dialogue and communication</li> <li>• A strategy for your continuing professional development over the next year</li> <li>• Comments on how the A.Ag program has met your needs as an aspiring professional and suggestions for how the A.Ag program can be improved.</li> </ul>

<p><b>Letter of recommendation from the Mentor</b></p> <p>This should include mentor’s opinion on whether the A.Ag should be elevated to Professional Agrologist status.</p>	<p>The letter should confirm that all requirements of the program have been met to the mentor’s satisfaction and that the A.Ag has completed the required amount of work experience within the program. <i>(stipulated in the letter from the Registrar when you entered the program)</i> and mention when the 2X/year meetings occurred.</p> <p>The letter should describe briefly the qualities and qualifications being brought to the Institute by the Articling Agrologist and recommend formal consideration of the Articling member’s advancement to Professional Agrologist status.</p>
<p><b>Completed A.Ag Program Checklist</b></p> <p><a href="#"><u>Form in Section 5</u></a></p>	<p>The A.Ag Program Checklist should include the date each element was completed and be signed by your mentor, your AAg coordinator or another branch executive member, or if necessary, by the Registrar or Deputy Registrar.</p>

***Once all documentation has been submitted***

The Registrar determines that all requirements for completion of the A.Ag Program have been met, including:

- completed A.Ag Program Checklist
- satisfactory A.Ag Program Review
- satisfactory Letter of Recommendation from mentor
- two satisfactory letters of reference
- confirmation by Registrar that member is currently working in the field of agrology.

On successful completion of the A.Ag Program, the Registrar will inform the member by email and letter of their elevation to P.Ag. status and their status will be changed on their member profile and the BCIA member list.