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**Guidance for New Members of the
Worshipful Company of Management Consultants**

On behalf of the Membership Committee, we have prepared this short ‘checklist’ induction to help new members navigate their way around our Livery Company and to provide them with a rapid route to inclusion in our various activities. Of course, as we are a voluntary organisation, no two members will have the same expectations of their membership or how they will want to engage. But *Giving and Gaining* is at the heart of who we all are and what we do.

We are now providing all new members and their proposers (sponsors) a copy of this guidance. In the first instance we hope that the proposers will provide immediate support to each new member. However, you should always feel free to contact us if you find you are unsure about anything to do with WCoMC or The Livery.

 *July 2020*

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| **Recruitment**Completion of application formApproval, ratification and notificationAdmission Ceremony |
| **Induction/Inclusion**Meeting relevant peopleAttending eventsJoining committeesDoing pro-bono work |
| **The Road to Livery**Freeman of CompanyFreedom of CityLiveryman |
| **The Progress of a Liveryman**Assistant → Warden → Master*and then potentially on to:*Common Councillor → Alderman → Sheriff → Lord Mayor |

# Introduction

Induction is the second in a four-stage progression for members of the Company – as set out to the right.

Typically it takes a few weeks, if not months, to engage with activities that will suit individual needs. We do recommend that new members visit our [website](http://wcomc.org) which has a host of information – some restricted to members (in the [Members' Area](https://wcomc.org/members-area), accessible when logged in). It is also the route to booking our events, contacting other members and acting as a membership hub. There are three aspects of our Company that are at the heart of who we are and what we do:

* **Fellowship:** our calendar includes a range of events, from formal dinners to informal workshops and other smaller events that bring our members together around our work. Visit our [Events Area](http://wcomc.org/events/home).
* **Supporting Non-Profits:** our ProBono Committee organises consultancy and mentoring support for Charities and other Third Sector Organisations. Many new members find this to be both challenging and very satisfying and, indeed, this work sets us apart from most, if not all, other Livery Companies. The Committee can help those who are new to working in this sector. More details can be found in the [Philanthropy Area](https://wcomc.org/charities/home).
* **Education:** this relates to both Professional Development and Education. We organise seminars, lectures and meetings to debate and discuss current consulting and charitable issues. We are also spearheading an initiative to create an Academic Centre for Management Consulting as well as developing a programme that addresses the schools maths curriculum. Outline details are available in the [Education Area](http://wcomc.org/education).

# Some Useful Tips

## Joining our Company

Applications from prospective members are approved by The Court – and from that point, once a few administrative checks are completed, the new members are able book and join in all events. However, formal Admittance happens at a ceremony which is normally also attended by the new member’s Proposer (Sponsor). We ask the Proposers to guide their respective new members through the Induction programme that we have set out in this document.

## We are all volunteers

Joining a Livery Company can be quite a shock in comparison to the typically more formal Management Consultancy Firms that many of our members have worked with. We adopt many of the customs, practices and systems that are found in commercial firms – but we rely on individuals volunteering their time to maintain our core processes!

## We are part of a Broader Community

The City Livery, currently 110 Companies, has a vast philanthropic reach and is a network with hundreds of years of history that new members can engage with – although we would recommend starting to understand WCoMC first. We are a Modern Company that is networked with other similar Companies – all comprising members who are or have been active in their respective current professions. Older Companies tend to comprise members admitted through patrimony and indeed many were founded to represent professions that are now ‘dead’ – and in such cases the companies have often reinvented themselves to fit within the current commercial economy (for example The Fan Makers have adapted from Hand Held fans to Air Movement and the Aerospace Industries, and the Stationers’ Company has evolved to represent the Communications and Content Industries).

## Who to contact within WCoMC and how

We tend to use email for most communications and certainly you should be able to get a response to most questions you may have! Your Proposer should hopefully be your first port of call. The Clerk (clerk@wcomc.org) will be able to help with most administrative issues you may have. The Events Team (events-team@wcomc.org) oversee our booking system. We also have a number of special email addresses that are routed to the appropriate members (eg master@wcomc.org, probono@wcomc.org and almoner@wcomc.org).

Name of Member: Admitted on: Proposer (Sponsor):

Please use the table below as an aide memoire to guide you on your journey through the Company and the wider Livery Movement. You should work initially with your Proposer, who can introduce you to the relevant people.

|  | ***Activity*** | ***Date achieved:*** |
| --- | --- | --- |
| 1.01.11.21.31.4 | Within **three months** of admission, new members will have met and learned about the role of:The Master (to include relationship with our charities)Clerk’s OfficeA member of the Pro-Bono CommitteeOthers (please list) |  |
| 2.02.12.2 | Within **six months** of admission, new members will have met and learned about the role of:One of the WardensOthers (please list) |  |
| 3.03.1 | Within **six months** of admission, new members will have attended:A Shop Talk event to give a short introduction to their work and interests |  |
| 4.04.1 | Within **one year** of admission, new members will have attended:A meeting with a member of the Pro-Bono Committee to discuss potential consultancy or mentoring assignments. |  |
|  | ***Activity*** | ***Date achieved:*** |
| 5.0 | Within **one year** of admission, new members should have attended at least one of the following major events which are at the centre of Company activities:The Installation DinnerThe Charities SupperThe Membership ReceptionThe Education SupperThe Change LectureThe Annual Church Service and Reception |  |
| 6.0 | Within **one year** of admission, new members will have attended at least one other event (for example: United Guilds Service, Christmas Lunch, etc) |  |
| 7.0 | Within **one year** of admission, new members will have spoken with the Clerk about the Road to Livery and will have plans to become a Freeman of the City of London and a Liveryman of our Company. |  |
|  | ***Activity*** | ***Date achieved:*** |
| 8.08.1 | Within **two years** of admission, new members will have planned or arranged to become a Liveryman of our Company.The Guildhall’s Public Relations Office hold *City Briefings* four times each year and all Liverymen are invited to attend. These are very helpful sessions that give a broad understanding of the Livery. |  |
| 9.09.19.29.3 | In the fullness of time all Liverymen are encouraged to advance their membership of the Company by considering putting themselves up for election as:Court Assistant*and then after some two or three years:*WardenNB: The Communications Working Group of the Livery Committee based in the Guildhall is responsible for *The Wardens and Court Assistants Course* and liverymen are encouraged to visit [www.liverycommitteecourses.org.uk](http://www.liverycommitteecourses.org.uk) for more information.*which then leads to:*Master. |  |
| 10.0 | Anything not covered by above sections (please list) |  |

Finally:

* Please remember to update your profile on the website as this gives useful information to the Pro Bono Committee.
* All members are encouraged to invite guests and potential members to events.

***Welcome to WCoMC!***