



INSTITUTE
OF THE MOTOR
INDUSTRY

TOGETHER, DRIVING UP STANDARDS

IMI is the professional association for individuals working in the motor industry, and authoritative voice of the sector



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Section / 1

IMI

In 1920, when – for most people – horsepower meant literally that, the Institute of the Motor Industry (IMI) was set up to boost public confidence in a fledgling industry by recognising skilled individuals working within it

IMI TODAY

Today, the motor industry is worth £150bn a year, and employs more than 500,000 people in the UK. Setting and promoting professional standards in the industry is more important than ever, and remains core to IMI's role.

IMI Membership, Qualifications and Accreditations set the highest standards for the motor industry, driving skills-acquisition and establishing clearer career paths for individuals working in it. IMI standards act as a clear signpost for our consumers in search of skilled and ethical motor industry professionals.

IMI Qualifications, Accreditations and Membership set the highest standard for the industry



Established 1920

PROFESSIONAL BODY

As the professional body for individuals working in the motor industry, IMI is the authoritative source of retail motor industry information, standards and qualifications. IMI plays a vital role in developing and maintaining a skilled, competent and professional workforce, able to keep pace with evolving automotive technologies and rapidly changing markets.

SERVING THE INDUSTRY

Whether you're a student, about to finish school or university and looking for automotive careers information; a technician looking to improve your skills and gain qualifications to fast-track your career; or an ambitious manager keen to develop your business and management skills, IMI is here to help.

SERVING THE PUBLIC

Whether you're looking for someone to restore your beloved 1960s Mini; you're responsible for your company's expanding car fleet; or you've bought a hybrid vehicle and are searching for a specialist technician to maintain it, IMI's Professional Register is where you'll find the skilled and trustworthy professionals you need.

IMI: MEETING THE CHALLENGES OF THE AUTOMOTIVE INDUSTRY

Rapid expansion, ever-evolving technologies, a crowded marketplace and global competition mean the retail motor industry never stands still. IMI is here to help the automotive industry stay on top of challenges, including how to:

- Attract and retain talented individuals
- Meet current and future skills needs
- Develop skilled managers and leaders to drive change
- Promote the benefits of up-skilling staff
- Improve public perceptions of the sector and increase consumer confidence

We do this through:

- IMI Careers & Resources
- IMI Learning & Development
- IMI Membership
- IMI Professional Register
- IMI Standards & Research

Section / 2

IMI CAREERS & RESOURCES

The automotive industry is fascinating and dynamic, offering a wealth of interesting and rewarding careers. IMI Careers & Resources provides tools to engage and influence young people considering a career in the sector, and offers support to those who provide careers guidance and support to young people

IMI AUTOCITY

IMI Autocity is our dedicated automotive careers resources platform. Through this site we engage with over 32,000 individuals who influence the career choices of young people, every day.

Whether you're looking to start your career, or you're a teacher or careers advisor, IMI Autocity has all the information you need, from the latest industry news to detailed information about the exciting careers available in the sector.

IMI AUTO JOBS

A dedicated area on the IMI Autocity website, Auto Jobs provides detailed information on over 150 job types in both technical and non-technical disciplines.

Each job role links directly to live industry vacancies (driven by IMI Auto Jobs, our automotive-specific jobs website), showing the variety of opportunities available within our sector.

ONLINE COMMUNITY FOR TEENAGERS

An exclusive web channel on IMI Autocity offering information, encouragement and advice to anyone thinking about working in the sector, this free online community is targeted at 13-16 year olds interested in anything automotive.

LEARNING RESOURCES

IMI's exciting and engaging platform allows anyone looking to begin or further their career in the automotive industry.

A 10-question quiz will help find your dream job and 150 different job roles, explained by real people working within the sector, will help you decide what is right for you. Technical, non-technical, finance or management, there is so much opportunity to seek out – just take a look at the career pathways map which shows how and where you can progress.

If you think the automotive industry might be for you, why not take your first steps with the help of our fun resources and invaluable information about working in the sector? It's part of IMI's drive to raise standards across the industry by attracting and encouraging the best and brightest young people to join.

TEACHING RESOURCES

IMI's dedicated platform for teachers and careers advisors is the best source of reliable information and helpful, user-friendly resources relating to the retail motor industry. We offer free, downloadable teaching resources, lesson plans, and regional labour-market intelligence, and information on automotive industry careers, along with work experience toolkits and other invaluable resources.

To find out more about all our careers, advice and guidance go to www.theimi.org.uk/careers

IMI SKILL AUTO

For ambitious apprentices, IMI Skill Auto is an exciting opportunity to show off their skills and knowledge in a national arena, competing against other apprentices from across the UK in three specialist areas: Automotive Body Repair, Automotive Refinishing and Automotive Technology.

The finals of IMI Skill Auto are held at the annual UK Skills Show, attended by over 100,000 visitors and supporters. It gains regional and national media coverage for finalists and their employers or educational establishments, creates a buzz that raises public perceptions of the automotive industry and boosts recruitment.

Find out more at www.theimi.org.uk/skillauto



IMI Skill Auto - championing real talent in the automotive sector



Teaching Resources - IMI offers free downloadable automotive-linked teaching resources and lesson plans

Section / 3

IMI LEARNING & DEVELOPMENT

IMI is the leading provider of automotive learning and development in the UK and beyond, offering an unrivalled range of motor industry skills, knowledge and competency solutions.

Our wide range of products are delivered through an approved centre network to ensure you receive the best quality training provision

IMI QUALIFICATIONS

Every year, at IMI approved centres, more than 100,000 individuals are awarded certification for one of 250 different industry qualifications. The candidates range from young apprentices to industry veterans looking to gain competency in a changing technological landscape.

IMI's awarding organisation offers a full range of technical and operational motor industry specialisms, from body repair, motorsport and land-based to automotive management, including:

- Competence qualifications
- Knowledge qualifications
- Life skills
- Pre-16 qualifications

For more information: www.theimi.org.uk/qualifications

IMI ACCREDITATION

IMI Accreditation has been developed in partnership with the motor industry to enable practical and relevant assessments of day-to-day activities 'on the job'.

IMI Accreditation is an industry-recognised proof of competence, which sets and upholds industry standards. It offers individuals a focused career and talent development structure. A cost effective and practical way to recognise an individual's capabilities, IMI Accreditation improves business performance develops effective staff and confident managers.

Accreditation validates the skills and competence of individuals against a set of industry-agreed standards. Each accreditation is valid for three years. During this period the accredited individual's expertise is promoted to the public on the IMI Professional Register. To maintain their accredited status individuals have two options:

- Assessed Outcome Modules; bite-sized chunks over the three-year accreditation period
- Full assessment at the end of the three-year cycle

SPECIALISMS

More than 20 disciplines are available, across four types of accreditation, each offers a range of levels, recognising personal advancement and providing the opportunity for career progression:

1. Technical (formerly ATA)
2. Customer-Facing
3. Management (formerly AMA)
4. Heavy Vehicle (irtec)

For more information: www.theimi.org.uk/accreditation

IMI QUALITY ASSURED PROGRAMMES

IMI Quality Assured Programmes (previously QAA) offer independent endorsement and industry recognition of your in-house training programmes, assuring their quality through our awarding body. Successful participants are issued with a tailored IMI certificate, including your company logo. Programmes can include IMI endorsement for further education colleges, training providers, vehicle manufacturers, and retail dealership groups.

For more information: www.theimi.org.uk/qap

WORLD LEADING PROVIDER

As an awarding body, IMI is the world's leading provider for automotive-specific Qualifications, Accreditations and Quality Assured Programmes. We are dedicated to all things automotive, and our unique industry knowledge and experience enables us to offer excellent customer service, perfectly tailored accreditation schemes and unparalleled support for our delivery partners and training providers.

Other benefits include:

- Offers the widest range of automotive specific Qualifications and Accreditations
- A dedicated regionally-based quality assurance team
- Responsive and knowledgeable support staff on hand to help you, with free regional network meetings to keep you up to date
- A Customer Charter, guaranteeing 3-10 working day turnaround times for valid certificates

For more information: www.theimi.org.uk/awarding

IMI ePORTFOLIO

IMI ePortfolio is the only free and paperless system designed specifically to help assessors and training providers track candidates' progress. Developed by IMI in collaboration with industry trainers and assessors, our ePortfolio includes support from a dedicated team of experts, access to records 24/7, and training from IMI staff to help you quickly and easily navigate the user-friendly system.

For more information: www.theimi.org.uk/eportfolio



Over 100,000 people achieve IMI recognition every year through our learning and development solutions

IMI PROFESSIONAL DEVELOPMENT

Continuing Professional Development (CPD) is the practice of maintaining, improving and developing the skills and knowledge required in your job role. CPD covers the whole spectrum of learning from formal courses to learning on the job and reading relevant articles.

IMI partners with leading training providers to offer a comprehensive portfolio of automotive-specific CPD courses and eLearning, designed to help you keep your skills and knowledge up to date. IMI members can take advantage of discounts of up to 25% off CPD courses.

For more information and full details of our IMI Professional Development courses, visit: www.theimi.org.uk/cpd

IMI eLEARNING

IMI eLearning, formerly ATT, is a bespoke online learning platform used in the training of light vehicle technicians. The platform is used in over 200 colleges across the UK and Ireland.

IMI eLearning covers the entire curriculum for automotive light vehicle up to level 3. The platform supports IMI and other awarding body qualifications. It is used in classrooms by teachers and accessible by students from home to continue their learning and development.

For more information about IMI eLearning visit: www.theimi.org.uk/elearning

MANAGEMENT FRAMEWORKS, ACCREDITATIONS & RECRUITMENT

Only 15% of managers in the automotive sector have a management-level qualification, and only 9% have a management-related qualification. Yet in order to increase consumer confidence, attract talent and meet the challenges of fast-changing technology, the industry desperately needs competent, skilled leaders and managers, who recognise the need for change.

IMI has worked with industry to develop a common standard for management with recognition and buy-in across the sector. In addition we have developed a range of tools to help businesses recruit and develop their managers and leaders for today and tomorrow.

IMI has a wide range of learning and development options available for existing and up-and-coming managers from formal recognition through qualifications to industry recognition of knowledge and skills through accreditation and CPD.

AUTOMOTIVE MANAGEMENT & LEADERSHIP COMPETENCY FRAMEWORK

The Automotive Management & Leadership Competency Framework is the recognised standard within the automotive industry. The management and leadership framework identifies 16 critical competencies that a good manager needs to demonstrate achievement in.

As the recognised common standard, the framework provides professionals with a benchmark for their learning and development skills enabling them to be transferable across employers in the sector, helping to reduce duplication and saving business costs. The introduction of the standard involved major manufacturer and dealership groups, however independent operators can also benefit through IMI Accreditation - Management, formerly AMA, enabling all professionals to align their management credentials to an industry-agreed standard.

MANAGEMENT RECRUITMENT & DEVELOPMENT

Activities involved in the management and leadership lifecycle range from finding the right person for a role and ensuring the necessary skills are in place, to appraisals, accreditation, qualifications and CPD. IMI offers a range of training and development solutions across the management lifecycle, all designed to minimise disruption to you and your business:

- Automotive Management Trait – focusing on two key areas of people management, recruitment & selection, and professional development, the tool provides an in-depth analysis of an individual's likely competencies
- IMI 360 – a flexible assessment tool that provides a reflective insight into a manager's working performance and behaviour
- IMI Accreditation – Management
- IMI Management Qualifications
- IMI Management CPD courses

To find out more, visit: www.theimi.org.uk/management

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Section / 4

IMI MEMBERSHIP

IMI Membership shows employers, colleagues and customers that you're a motor industry professional, serious about your career, your business and the industry

All those working in the automotive industry have the opportunity to be recognised through IMI Membership



RECOGNISING PROFESSIONALISM

By becoming an IMI member, you demonstrate your professionalism, commitment to ethical working, and gain professional recognition that will help you stand out, improving your career opportunities within the automotive industry.

You can demonstrate your professional status with letters after your name and have access to products and support services designed to develop you and your career.

You'll receive a range of benefits (dependent on your membership level and eligibility), including:

- Listing on the IMI Professional Register
- Letters after your name
- Industry recognition
- Exclusive training
- IMI Magazine
- Events
- Support and guidance
- Trade discounts

For more information on IMI Membership, visit: www.theimi.org.uk/member

JOIN IMI

IMI Membership recognises, supports and helps develop individuals who've demonstrated their commitment to the highest level of ethical behaviour by signing our Code of Conduct.

There are five levels of membership, designed to offer you the expert support and development you need to succeed in your career:

Fellow (FIMI)

You'll need to have achieved a Level 5 national qualification or equivalent and have five years' experience in senior management, of which at least two must be in the automotive industry, to become a Fellow; the highest level of IMI membership.

Member (MIMI)

If you have a Level 4 national qualification or equivalent, and three years of relevant middle management experience, with at least two of them in the automotive industry, you can apply to become a Member.

Associate (AMIMI)

Have you been awarded a Level 3 national qualification or equivalent, and worked in the automotive industry for at least three years? Join the IMI as an Associate.

Licentiate (LIMI)

If you have a Level 2 national qualification or equivalent, and 12 months' experience in the automotive industry, you can become a Licentiate.

Affiliate (AFFIMI)

Those committed to pursuing a career in the retail automotive industry who don't yet have the experience or qualifications to join IMI as a full member, are welcome to join as an Affiliate. You'll have access to member benefits, information, training, and can upgrade to full membership status as you gain experience and qualifications.

Section / 5

IMI PROFESSIONAL REGISTER

Whether they are buying a car, hiring a vehicle or taking theirs in for parts, servicing or repair, IMI's Professional Register is here to make sure that consumers are in skilled, competent and trustworthy hands



Everyone on the IMI Professional Register signs an ethical code of conduct

IMI PROFESSIONAL REGISTER

The IMI Professional Register raises consumer confidence in the industry, and drives up standards across it. Your appearance on the Register recognises your experience, and up-to-date skills and knowledge in your field of expertise, as well as your commitment to ethical working practices.

There are two routes onto the Professional Register:

IMI MEMBERSHIP

Members holding a Licentiate level or above are automatically listed on the Professional Register. Members are required to fulfil approximately four days of Continuing Professional Development (CPD) activity per year for a three-year period. IMI offers a range of automotive-specific courses, specifically designed to help maintain professional competence.

IMI ACCREDITATION

All IMI accredited individuals are placed on the IMI Professional Register for a period of three years. To maintain their Professional Register status, individuals go through a reaccreditation process, either in bite-sized chunks over the three-years, or via assessment at the end of the cycle.

IMI EMPLOYER RECOGNITION SCHEME

The growing demand for an independent verification of quality and professionalism in the automotive industry led IMI to develop the Employer Recognition Scheme. The Scheme recognises employers and businesses, at least 50% of whose staff appear on the IMI Professional Register. The Scheme demonstrates that a business is committed to investing in the skills and knowledge of its employees, and that they work to an ethical code of conduct.

For more information on joining and searching the live Professional Register, please visit:
www.imiregister.org.uk

Section / 6

IMI STANDARDS & RESEARCH

We work with employers, training providers and Government stakeholders, providing standards and research that will shape our industry's future

IMI SECTOR SKILLS

IMI Sector Skills works impartially to design, develop and review National Occupational Standards and Apprenticeship programmes in the UK automotive sector, and to act as the 'voice of the employer', particularly in relation to the skills policy and initiatives.

We work with employers, training providers and Government stakeholders, across the four nations, to ensure that the National Occupational Standards underpin sector qualifications and the UK-wide automotive apprenticeship frameworks best represent the sector's interests.

This includes:

- Sector research, monitoring and planning
- Monitoring of the four-nation skills policy and initiatives, responding on behalf of the sector as appropriate and liaison with key Government Departments
- National Occupational Standard design, development and review
- Working with all awarding organisations operating in the sector to ensure qualifications meet the sector's needs
- Automotive retail apprenticeship frameworks design, development and review
- Automotive retail apprenticeship certification (England, Wales and Scotland)

IMI Sector Skills works with all the awarding organisations in the automotive retail sector to ensure that qualifications are based on the employer-led National Occupational Standards and reflect the requirements of the sector.

To find out more, visit: www.theimi.org.uk/sectorskills

ROI RESEARCH

IMI has quite a few years of experience undertaking Return on Investment (ROI) studies across various areas of the sector, each has shown that investment in skills translates to financial benefits for employers. Studies range from apprenticeships, light and heavy vehicle to customer service and management.

The IMI Return on Investment study paints a clear picture of the business impact and financial benefit of employer investment in skills across four key industry areas: Apprenticeships, Management and Leadership, Heavy Vehicle Accreditation (irtec) and Accident Repair. The outputs of these independently verified studies show that investment in training pays in terms of both growth of individuals and better businesses performance.

If you are contemplating an investment in training and you'd like expert help in quantifying the value that this could bring to your organisation, or you'd like to see details of the ROI study, including case studies, videos and research methodology, visit www.theimi.org.uk/roi

ROI APPRENTICE CALCULATOR

ROI in action - IMI has made it easy to work out what the ROI is on taking on an apprentice. If you would like to see the financial impact an apprentice could be for your business, try out the online Apprentice ROI calculator today, visit www.theimi.org.uk/calculator

SECTOR RESEARCH

If you're interested in gaining a better understanding of the automotive industry's skills landscape, IMI's sector research is the best place to start. IMI conducts regular employer and sub-sector research through a variety of media, and the results are freely available for you to download, at: www.theimi.org.uk/research

*What return on investment
could an apprentice bring you?*



Institute of the Motor Industry
Fanshaws,
Brickendon,
Hertford SG13 8PQ

✉ imi@theimi.org.uk
☎ +44 (0) 1992 511 521
🐦 @the_IMI
🌐 theimi.org.uk

