

Certification Program

CEM[®]/AEM Representation and Mentoring Guidelines

Representation

The following is a list of guidelines for representatives to use in delivering information on the CEM[®]/AEM program:

1. Speaker must make clear that their comments do not necessarily represent official positions or policies of IAEM, unless stated otherwise (such as conveying actual certification requirements).
2. Use of IAEM's CEM[®]/AEM Overview slide presentation is encouraged.
3. Speaker must present a professional appearance and behavior while representing IAEM. Association logo-wear is available.
4. See IAEM's Code of Professional Conduct for more details.

Mentoring

The CEM[®] Commission encourages mentoring of applicants by current CEM[®]s. The best service a mentor can provide is to emphasize the *process* of being an emergency management professional, as well as the *product* of becoming a CEM[®]/AEM. This can be done by encouraging professional development which will result in meeting the qualifications to be a CEM[®]/AEM: For example, letting a person know about upcoming training opportunities, or helping them become involved in groups or programs which could result in their being able to document "contributions."

Technical assistance could include helping an applicant document their training courses or assemble and organize their packets.

It would not be appropriate for a mentor to pre-approve packets. Mentors must make clear to the candidate that there is no guarantee that their suggestions guarantee approval of their credentials. Any CEM[®] Commissioner who reviews a candidate's credentials prior to official submission must excuse themselves from the review process when it comes before the full CEM[®] Commission.