



**“The program has**

a legitimate process that challenges its applicants to thoroughly reflect on their careers and to commit to self-excellence for the future.”

## ARE YOU READY?

**What advice would you give to long-time VMA members who have NOT gone after their CFE?**

***Kim Bedier, CFE***

“The process of applying for your CFE requires you to examine your career, where you have come from and where you are going. You are asked to consider your philosophy of facility management and to put it into decipherable words. You must study and learn about every other type of venue, whether you have worked in it or not, and this leads you to finally be able to join conversations about grass weevils and downstage rigging. In other words, it is a fine example of the journey being almost more important than the destination. I learned a lot about myself and the venue industry through applying for my CFE. Even if you are not sure whether you have enough accumulated points, take time to walk through the process, as this in itself will be a great experience. If you do not have enough qualifying points now, set yourself goals in order to attain them. This will serve to enhance and focus your professional development.

**Some quotes from CFE’s to the question: *What has been a benefit or is a benefit of having a CFE?***

“The CFE designation has positioned me as a credible voice in our industry, and validated never-ending efforts to excel in my facility and community, to develop my staff and serve the public”. *John Siehl, CFE and IAVM 2<sup>nd</sup> VP*

“Having the professional recognition by my employer and others. I believe that it is important to those of us that are long term pros in the business to always seek to raise the bar and promote the profession. Being a CFE is one way of doing that”. *Harold Hansen, CFE*

“Amongst my peers, it demonstrates a level of achievement and recognition of my depth of industry expertise. Within the work environment, it confirms to those I worked with that I had a high level of knowledge and credibility”. *Bob Mayer, CFE*

Being a theatre manager, I was surprised at the similarities that we all face whether we manage a convention center, arena, or stadium. It was self-affirming to pass the test with fairly high marks and I know that the classification means something positive in our industry. *Richard L. Barr, CFE*

The designation has been one of the highlights of my 24-year career in facility management. The entire experience has been rewarding and it certainly was gratifying to be recognized for my career-related education, experience and contributions” *Tim O’Connell*

### THREE STEPS TO CERTIFICATION

**Step One: Professional Development and Service – Detailed in written form**

**Step Two: The Written Examination – Issued to you and to be completed under supervision**

**Step Three: The Oral Review – For VMA members this can be taken at the annual VMA Congress**

# ARE YOU READY

## Take a minute and check if you have sufficient points.

### *One- Minute CFE Tracking Checklist*

---

If you are interested in becoming a Certified Facilities Executive (CFE), complete this “One-Minute Personal Data Form” to determine if you might have enough public assembly facility management experience to apply for the Certified Facilities Executive program.

	Points
<b>Education:</b>	
<b>Maximum 100 points, Minimum 40 points</b>	
PhD = 50 points, Master’s degree = 40 points, Bachelor’s degree = 30 points,	_____
Associate Degree = 15 points, TAFE Diploma = 15 points	_____
<b>Public assembly facility management experience:</b>	
<b>Maximum 190 points, Minimum seven years required or 84 points</b>	
Enter 12 points per year of experience in the top two levels of management of a public assembly facility.	_____
<b>Continuing education programs:</b>	
<b>Maximum 70 points, Minimum 15 points</b>	
Enter 5 points for attendance to IAVM and/or VMA conferences and 5 points for attendance to public assembly facility management industry conferences and seminars.	_____
VMA Audio/Video conferences 2 points per program	_____
VMA After Five Functions 2 points per attendance	_____
<b>Intensive continuing education programs:</b>	
<b>Maximum, 100 points Minimum 20 points</b>	
Add 20 points per year for attending the PVMS and/or PAFMS at Oglebay, Academy for Venue Safety and Security, Graduate Institute, the Senior Executive Symposium	_____
<b>Teaching and program participation:</b>	
<b>Maximum, 50 points NO Minimum</b>	
Speaker, instructor or program committee member at the PVMS and/or in any other continuing education program. Add 5 points per program; 15 for PVMS and/or Oglebay instructors or PVMS Committee/Regents per year.	_____
<b>Publications:</b>	
<b>Maximum, 50 points NO Minimum</b>	
Add 3 points per article and 50 points per book for publications in the public assembly facility management industry.	_____
<b>Professional and community activities:</b>	
<b>Maximum, 40 points Minimum 2 points</b>	
Add 2 points per year for service on a volunteer community or professional association board or committee.	_____
<b>Total</b>	_____

Results: If you scored **300** points, you may have enough points to be eligible to apply for the CFE designation. Please contact IAVM for an official application.

If you scored less than **300** points, begin tracking your progress in the areas listed and continue to reassess your readiness for the CFE program each year.