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# BECOMING A CFE

## The Path to Excellence in Public Assembly Facility Management

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# CFE Designation

- A CFE designation signifies a skilled manager who is committed not only to the industry, but to continued professional growth and development.
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# Purpose of CFE Program

- Elevates professional standards of PAFM industry
  - Assures recognition for those who attain certain specific standards
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# Purpose of CFE Program (cont.)

- Enhances outside perception of the profession
  - Identifies those who demonstrate the knowledge essential to the practice of public assembly facility management
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# Benefits to You

- Expanded knowledge
  - Increase in value to employer
  - A sense of accomplishment and self-worth upon successful completion
  - International professional recognition for knowledge and experience
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# Overview of CFE Process

- Preparation to meet eligibility requirements
  - Formal Application
  - Written Exam
  - Oral Interview
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# Requirement Checklist

- 300 points or more

## Points derived from:

- Education Level
  - Continuing Education
  - Service to IAAM, community or professional organization
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# Requirement Checklist (cont.)

- Published industry articles or books
  - Work experience in top two levels of management at a public assembly facility
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# Application

- Submit application with attachments that demonstrate proof of education, experience, program participation, publications and professional community activities
  - Written essay outlining philosophy of facility management
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# Application (cont.)

- Submit application fee with paperwork
  - Deadline to submit application-Feb. 15<sup>th</sup>
  - Acceptance notification by mid-March
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# Written Exam

- Application accepted
  - Written notification to sit for exam
  - Exam covers basic knowledge of the operation of arenas, stadiums, convention centers and performing arts centers
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# Written Exam (cont.)

- Study materials available through IAAM Office
  - Exam results received by mid-June
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# Oral Interview

- Conducted by a panel of your peers at Annual Conference or Senior Executive Symposium
  - Questions relate to professional experience, management philosophy and professional contributions
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# Other Points to Know

- CFE's must recertify every 3 years in order to maintain certification.
  - Candidates who do not qualify at any step in the process will be deferred.
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# Questions?



Certified Facilities Executive

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