



CAVR Certification & Recertification

To succeed, we must first believe that we can.

Michael Korda

*Managers of Volunteer Resources (MVR)
Association of Southern Alberta*

Statement of Purpose

- CAVR Certification recognizes and promotes through the certification process, excellence in the administration of volunteer resources based on national standards of professionalism.

Definition of “Standard”

- According to ‘Webster’s’, a “Standard” is defined as something set up and established as a rule for measuring or as a model to be followed.

Purpose of “Standards”

- To provide basic guidelines for administering volunteer resources
- To encourage professionalism and quality measures
- To establish sound management practices



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Why should I certify or re-certify?



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5 Top Reasons to Certify



1. Raise the profile of your position within your organization
2. Enhance professional development
3. Recognize your potential
4. Gain a sense of accomplishment
5. Proudly carry the CAVR designation

Top 5 Reasons to Re-Certify

1. Maintain the profile of your position within your organization
2. Enhance professional development
3. Fulfill your potential
4. Gain a sense of continued accomplishment
5. Continue to proudly carry the CAVR designation

Certification Criteria

- CAVR Member in good standing
- Working in the profession of Volunteer Management
- Work history
- Write your personal philosophy



Certification Criteria

continued

- Demonstrated leadership
- Professional development hours
- Two papers
 1. Current Trends & Issues
 2. Choice of Criteria



Re-Certification Criteria

- CAVR Member in good standing
- Professional development hours
- One paper on one of the following topics:
 1. Current challenges in the field of Volunteer Administration, or
 2. Biggest challenge in administering volunteers and how you overcame it



Are you ready?

Next Steps...

1. Become a CAVR Member or renew your Membership
2. Download the certification or re-certification package from [CAVR](#)
3. If Certifying, contact the CAVR Certification Chair to receive an ID# and if you wish, request a mentor
4. Ensure all requirements are met in the certification or re-certification criteria before proceeding

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Are you ready?

continued

Next Steps...

1. Send your completed package and application fee to CAVR Certification Chair
2. Ensure your package is postmarked no later than December 31 (recertification) or February 28 (certification)
3. Papers are distributed and reviewed by CAVR markers
4. Certification is awarded at the CAVR national conference in the presence of your peers and colleagues

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Tips for keeping on track...

- Keep anything related to certification in a file for easy retrieval at a later date
- Take a Professional Development record to every workshop you attend and get a signature
- Get involved in volunteer board or committee
- Register your intent with CAVR and get an ID number and mentor; this will keep you on track and motivated

Resources

- **CAVR** (Canadian Association of Volunteer Resources), The Canadian Code for Volunteer Involvement, Dimensions of Ethical Conduct, www.cavrcanada.org
- **Volunteer Canada** www.volunteer.ca
- **Giving and Volunteering, Canadian Survey of Giving, Volunteering and Participating 2007** www.nsgvp.org
- **Volunteer Alberta** www.volunteeralberta.ab.ca
- **Managers of Volunteer Resources** www.mvrsouthernalberta.ca
- **Volunteer Lethbridge** www.volunteerlethbridge.com

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And on a final note...



A mind stretched by a new idea can never go back to its original dimensions.

Oliver Wendell Holmes

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