

CEM FACULTY CANDIDATE and CEM FACULTY REQUIREMENTS

Before completing the CEM Faculty Application, faculty candidates are encouraged to review the requirements below. Completed applications indicate the faculty candidate's agreement with requirements and pledge to uphold.

CEM Faculty Candidate Requirements

1. Faculty candidates must be active members of IAEE.
2. Faculty candidates must be CEMs in good standing who commit to continually developing their knowledge and expertise.
3. Faculty candidates who do not hold the CEM designation must have 10 or more years of experience in the subject area(s) of the CEM module(s) they would like to teach, as well as commit to continually developing their knowledge and expertise.
4. Faculty candidates must have knowledge of adult learning theory and presentation skills or be willing to learn about adult learning theory skills at the CEM faculty training.
5. Faculty candidates are required to attend CEM faculty training held during Expo! Expo! the December following their acceptance. Candidates will be responsible for the cost of travel (air, hotel, etc.).
6. Faculty candidates must complete an internship, which consists of observing CEM faculty at a face-to-face CEM Learning Program course. Candidates will be responsible for costs associated with travel (air, hotel, etc.). IAEE will pay for the cost of the course.
7. Faculty candidates are expected to demonstrate a sincere commitment and support of the CEM Learning Program and serve as public ambassadors of the program and IAEE.

Current/Active CEM Faculty Requirements

1. Faculty must be active members of IAEE.
2. Faculty members are required to attend CEM faculty training once every two years. Faculty training is held annually before Expo! Expo! (typically held the first Sunday in December). Faculty members are responsible for costs associated with travel (hotel, air, etc.) for training.
 - a. Designated CEMs who meet the above requirements will be given the **first** opportunity to select CEM courses through a first round of CEM course assignments.
 - b. Non-designated faculty who meet the above requirements will be invited to select CEM courses through the **second** round of CEM course assignments.
 - c. Other CEM faculty will receive invitations to select courses after they have completed the requirements.
3. New faculty will be limited to teaching face-to-face courses and assigned a maximum of two subject areas in their first year.
4. New CEM faculty will be observed and evaluated by an IAEE staff member and must obtain approval before requesting additional teaching assignments the following year.
5. When a licensee requests an instructor recommendation from IAEE, IAEE will recommend experienced, designated instructors who consistently receive evaluations in the 90th percentile and above.
6. Faculty candidates are expected to demonstrate a sincere commitment and support of the CEM Learning Program and serve as public ambassadors of the program and IAEE.