CEM Faculty Candidates Requirements and Process

Requirements:

Individuals who wish to apply to become CEM faculty must meet the following requirements before submitting a CEM faculty application.

1. IAEE member who holds the CEM designation
2. Have at least 10 years of experience in specific CEM content areas
3. Have solid background and expertise in specific CEM content areas based on resume
4. Can show teaching or presentation experience by providing official evaluation scores from event
5. Submit video on why candidate wants to become CEM faculty

If selected, the faculty candidate must:

1. Be willing to attend face-to-face faculty training the December following their acceptance. Faculty training is typically held before Expo! Expo! in December. Candidates will be responsible for cost of travel (air, hotel, etc.).
2. Be willing to complete an internship at Expo! Expo! Internship consists of co-teaching in one of the courses they have been approved to teach. Candidates will be responsible for costs associated with travel (air, hotel, etc.). IAEE will pay for the cost of the course.
3. Demonstrate a sincere commitment and support of the CEM Learning Program and serve as public ambassadors of the program and IAEE.
4. Faculty candidates are expected to respond in a timely manner to IAEE correspondence.

Process:

CEM faculty candidates must review and agree to the CEM faculty candidate requirements above before completing a faculty application. Completed applications indicate the faculty candidate's agreement with the requirements and their pledge to uphold them. Candidates should send completed applications, along with a biography indicating education, work experience, accomplishments and industry affiliations; resume; three reference letters indicating teaching skills and subject matter expertise; and video on why they want to become faculty to cem@iaee.com.

The CEM Commission will review all applications and determine if a faculty invitation will be extended. Candidates will be notified of the CEM Commission's decision once their application is reviewed.

If the candidate's application is approved by the CEM Commission, the faculty candidate will be required to go through an onboarding process which requires them to attend faculty training at Expo! Expo! – IAEE's Annual Meeting and Exhibition as well as complete an internship. The internship consists of co-teaching in one of the courses they have been approved to teach at Expo! Expo!. This is required before being assigned to a course. Faculty members are expected to be strong advocates of IAEE, the CEM Learning Program and the CEM Learning Program materials.

All submitted applications will be reviewed by the CEM Commission for approval once a quarter. Applications will be sent to the Commission at the end of January, April, July and October. The Commission will review and send their decision to IAEE Staff by the 10th of the following month.