



TOP NINE WAYS TO SUPPORT CVA CANDIDATES

The Certified in Volunteer Administration (CVA) is an international professional credential to recognize practitioners in the field of volunteer engagement who meet specified standards as measured through demonstrated professional and academic experience, a commitment to professional ethics, and a certification exam. The certification exam assesses a candidate's ability to structure tasks, process ideas, and solve problems related to volunteer engagement. Below you'll find suggested ways to support CVA candidates on your team in the coming year.

As staff members consider CVA Candidacy:

1. Communicate the value of the CVA credential to your organization with the management staff and others. For example, the CVA:
 - demonstrates a commitment to excellence in the management of volunteer resources
 - improves credibility and community image
 - increases the organization's understanding of volunteer resources management
 - assesses the employee's application of core competencies
 - identifies and documents leadership potential
2. Encourage appropriate staff to become CVA candidates.
3. Offer a scholarship to fund the cost of the Volunteer Administration Professional Practice text book and/or registration fee as a professional development expense.
4. Consider including candidacy as a performance goal for the coming year.

After staff members are accepted as CVA Candidates:

5. Give candidates some work time to prepare for the exam.
6. With permission from staff candidates, announce their candidacy through your internal communications (CVA candidacy is not automatic; applicants are reviewed and approved by the Council for Certification in Volunteer Administrators).
7. Provide work time to take the exam at a local testing center.
8. Periodically encourage candidates! Spend a few minutes talking with them about how the process is going and ask what they're learning from it.
9. As the number of certificants grows in your organization, support CVA mentoring and the development of an internal study group.