

## Renewing your Credential: Thoughts from a Recent CVA

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Exchange E-Newsletter, April 2015 [certification@vmpc.ca](mailto:certification@vmpc.ca)



Are you one of the people who passed the May 2014 CCVA exam? You may have just submitted the portfolio late 2014 and are waiting for your results or just received your results. If you have done this, you may have a feeling of relief and calm after working hard on the certification. Time to relax now, right? Sure, but remember the CCVA certification lasts five years. So rather than waiting until the end, take a peek at the recertification guidelines now. It is much easier to remember what you did in the last six months than trying to remember what you did in the last five years when it is time to renew.

In our ever-changing environment of volunteer resources, we need to be current and relevant. The recertification process encourages us to participate in activities related to our field, and reflect and document our learning along the way.

In order to use the professional appellation, the CVA, you will need to recertify every five years with 35 PDU (professional development units) that are beyond the requirement of your job. There are other requirements like the professional reflection essay, but for the purpose here let's focus on exploring the 35 PDUs. These can be accumulated through nine different categories covering eLearning and self study, workshops or seminars, self study applied readings, post secondary education, public speaking, teaching, or consulting, volunteer leadership, volunteer activity, passing the CCVA exam, or volunteering with our credential authority through CCVA.

When asking several of my colleagues how they were going to accumulate their requirements, one said, "Definitely planning now is easier through a personal development plan and working on it throughout the coming years, rather than waiting until it is renewal time." Another said, "It is actually easy when you track what you do. There are so many activities that we do participate in outside of our job because we are moved to impact the profession."

Think outside of your job, how do you wish to further your development in volunteer resources, and ultimately the profession?

- Have you taken a workshop recently on volunteer resource management? This will grant you in one PDU hour for each hour of the workshop up to a maximum of 25 hours in this category.
- Have you taken an online course module? A maximum of 15 hours in this category.
- Have you read a new book on volunteer management and can write a brief essay on it? A maximum of 5 PDUs in this category.

- Have you decided to pursue a certificate on leadership or human resources to further your learning? A maximum of 35 PDUs in this category.
- Have you presented a topic at a workshop or taught a college course? A maximum of 30 PDUs in this category.
- Do you sit as an active board or committee member on a local or provincial volunteer resource association or a non-profit board of directors? A maximum of 20 PDUs for this category.
- Are you mentoring a colleague through an initiative? Check out the specifics in the recertification document to receive maximum of 20 PDUs.
- Pass the CCVA exam again and obtain 20 PDUs.

The avenues to choose for your personal development plan are many depending on your interests, time, availability and personal situations.

For details about CVA renewal requirements and process, visit <http://cvacert.org/current-cvas/renewal/>