

Certification for Emergency Managers



Why Earn A Certification?

- 100% of CEMs surveyed in 2022 noted that the *IAEM Certification Program positively impacts the emergency management workforce.*
- 91% of CEMs surveyed in 2022 reported that the *IAEM certification process helps establish a career benchmark* within the emergency management workforce.
- 86.4% of CEMs surveyed in 2022 indicate that at least one aspect of *their competence to manage an emergency management program improved* as a result of getting IAEM certified.

Survey Respondent Comments Tell the Story!

"The IAEM Certification Program is important to promote emergency management principles thus creating an environment of information sharing, networking and professional development. This bolsters emergency management readiness worldwide."

"The level of professionalism brought about from the IAEM Certification process will lead to better work results in the future. This includes improvements in efficiency and effectiveness, which will likely result in cost savings."

About IAEM

The International Association of Emergency Managers (IAEM), which has more than 5,000 members worldwide, is the preeminent international non-profit organization of emergency management professionals. IAEM represents professionals whose goals are saving lives and protecting property and the environment during emergencies and disasters. Membership is open to anyone practicing or interested in the field.

IAEM dues vary for members in different geographic councils. For membership information and current dues rates, please visit www.iaem.org.



Certification Fee: The current fees are listed on the IAEM website at www.iaem.org/certification. The certification fee entitles candidates to:

1. **Sit for the exam twice** (if the candidate does not pass the exam on the first attempt).
2. **Certification application reviewed twice** (if the application is not approved the first time).

The Steps:

1. **Complete** the Certification Enrollment form on the IAEM website: www.iaem.org/CertificationEnrollment
2. **Pay** the certification fee.
3. **Complete** the below two steps within one year of each other (order doesn't matter):
 - a. Pass a multiple choice exam
 - b. Approval of certification application
4. **Recertification is required** every 5-years by documenting continuing education and contributions to the profession.

Mentoring: The Certification Commission encourages mentoring of applicants by current CEMs. IAEM offers a searchable list of Featured Mentors at www.iaem.org/certification/getting-started.

Questions: Contact IAEM Headquarters at info@iaem.com with any questions.

Levels of Certification

There are two types of certifications offered: the **Associate Emergency Manager (AEM®)** and the **Certified Emergency Manager (CEM®)**



CEM® Requirements

Complete all requirements listed below, including AEM® requirements:

Emergency Management Experience

Three years by date of application. Comprehensive experience must include participation in a full-scale exercise, two functional exercises, actual disaster, or a major public event such as a major sporting event, state visit, or special event, and must encompass all phases of emergency management (mitigation, preparedness/ prevention, response and recovery). *Note: a baccalaureate degree in emergency management reduces the experience requirement (depending on how current the degree is) and waives EM Training if it is earned very recently.*

Contributions to the Profession

Submissions must be within the last 10 years. Six separate contributions are required in areas such as professional membership, conference attendance, service role, leadership role, special assignment, speaking, teaching, course development, publication, audio-visual

and interactive products, awards or special recognition, professional certification related to emergency management, or legislative contact. See the application for more details on each area.

Education

- **U.S. applicants**—Any four-year baccalaureate degree.
- **Europa & Oceania applicants**—Any baccalaureate degree.
- **Canadian applicants**—Any three or four-year baccalaureate degree or program. Or, any post-graduate degree in EM or related field.
- **Asian, Latin American & International applicants**—Any baccalaureate degree or equivalent thereof, or additional experience may be substituted at two years of full time Emergency Management employment per year of college/university.

More information can be found at www.iaem.org/certification.

AEM® Requirements

Training

Submissions must be within the last 10 years. 200 contact hours are required; 100 each in emergency management and general management. Emergency management training is considered specific to the profession, and general management includes content that can be applied beyond emergency management. *Note: no more than 25% of hours can be in any single topic.*

Letters of Reference

One signed letter on official letterhead from candidate's current supervisor, plus contact information for two additional references, with the option to provide

two additional signed letters of reference on letterhead if candidate feels it would be helpful to his/her application.

Multiple-Choice Examination

Candidates must pass a multiple-choice examination. The exam is taken electronically and administered by an approved proctor. IAEM provides a Study Guide that outlines who is considered an approved proctor, as well as a list of test content sources. The examination includes a portion of questions that are considered to be universal core content for emergency management regardless of location. Additional content is tested based on the candidate's geographic location.

Disclaimer: IAEM's Associate Emergency Manager (AEM®) and Certified Emergency Manager (CEM®) certifications are not in any manner intended to serve as a warranty, representation, guarantee, or promise with respect to the quality of performance of or procedures utilized by certified emergency managers in their work. The certification program is intended to establish education, training, and experience criteria relevant to emergency management, and to certify that the IAEM-certified individual has met the established criteria. IAEM specifically disclaims any and all liability for any third party claims, actions, causes of action, judgments, liabilities, monetary losses, or injuries or damages to persons or property arising out of or resulting from the services performed by or any errors or omissions on the part of any IAEM Associate Emergency Manager (AEM®) and Certified Emergency Manager (CEM®).