

Professional Development Committee

- Participate with each Conference Planning Committee. At least one representative from Professional Development Committee will be on the planning committee for each conference.
- Evaluations for each conference will be reviewed by this Committee for assistance in planning future conferences. This committee will offer topics and breakout sessions/round table discussions with facilities from the membership for a portion of each conference agenda. If the Planning Committee has the time filled with other professional workshops, the roundtable discussions need not be included on the agenda.
- Prepare Certificate of Attendance for conferences and distribute to those attending. These certificates would show points awarded towards the certification program.
- Promote professionalism within the organization and the municipal government profession.
- Develop and implement the Certified Municipal Assistant program. Review applications submitted at the Fall Conference for presentation of certification at Spring Conference to successful applicants.
- Encourage members to obtain professional certification of CMA as well as other professional certifications.
- Chair will prepare a semi-annual report and requests for funds and supplies.