



ARE YOU READY?

One Minute CVE Tracking Checklist

If you are interested in becoming a Certified Venue Executive (CVE), complete this “One-Minute Personal Data Form” to determine if you might have enough public assembly venue management experience to apply for the Certified Venue Executive program.

<i>Higher Education & Public assembly venue management experience</i>	Points
Associate’s degree/TAFE Diploma = 20; Bachelor’s degree = 30; Master’s degree = 40; PhD = 50	_____
Work toward Bachelor’s degree without diploma = 1 pt./3 semester hours completed	_____
Work toward Master’s degree without diploma = 2 pts./3 semester hours completed	_____
Enter 12 points per year of experience in the top two levels of management of a public assembly venue (1 pt per month) (Maximum = 216 points; Minimum = 90 points).	_____
<i>Certification</i>	
Certifications earned (ex: CMP, CEM, etc.) – 15 points. (Maximum = 30 points; Minimum = 0 points).	_____
<i>Continuing education programs</i>	
Enter 10 points for attendance at each of IAVM’s VenueConnect – Annual Conference and Trade Show; 5 points for attendance to IAVM conferences and 5 points for attendance to other public assembly venue management industry conferences and seminars.	_____
Add 20 points per year for attending Venue Management School, formerly Public Assembly Facility Management School at Oglebay, Academy for Venue Safety and Security, Graduate Institute, Leadership Institute (through VMA) or the Senior Executive Symposium. (Maximum: 200 points; Minimum = 40 points).	_____
<i>Teaching and program participation</i>	
Speaker, instructor or program committee member in a continuing education program. Add 5 points per program; 15 for VMS/GI/LI instructors. (Maximum: 30 points; No Minimum).	_____
<i>Publications</i>	
Add 3 points per article and 50 points per book for publications in the public assembly venue management industry. (Maximum: 50 points; No Minimum).	_____
<i>Professional and community activities</i>	
Add 2 points per year for service on a volunteer community or professional association board or committee. (Maximum: 40 points; Minimum: 20 points).	_____
Total	_____

Results: If you scored **275** points, you may have enough points to be eligible to apply for the CVE designation. Please contact IAVM for an official application.

If you scored less than **275** points, begin tracking your progress in the areas listed and continue to reassess your readiness for the CVE program each year.