

# BCIA - How Does It Work?

April 22, 2008

Many respondents from the SWOT survey expressed confusion about how the BCIA certification is managed and by whom. We hope this will provide helpful information.

A board of directors is responsible for the oversight and direction of BCIA and is charged with the review of all programs and policies. The board includes up to nine unpaid volunteers who are recruited from our pool of certificants. These are your colleagues who have agreed to devote a significant amount of their personal time to make sure that your certification maintains high standards and credibility

BCIA employs a management company, The Resource Center for Associations (RC), to maintain day-to-day operations. Francine Butler is an owner of RC and the Executive Director of BCIA. Judy Crawford is the Director of BCIA certification and there are many other RC staff members who assist in the administrative work. Dave Stumph is also an owner of RC, the Executive Director of AAPB, and provides additional guidance and support to BCIA. RC manages a number of other associations, including AAPB. Though the organizations use the same management company, BCIA and AAPB are separate groups who share many of the same interests and common goals.

Board members usually begin their service to BCIA by working as a member of a committee or a task force. There are a variety of ongoing committees responsible for things such as managing the exam, certification and re-certification approval, accreditation of training programs, and ethics complaints. New board members are invited and elected by the current board. Board members serve 3-year terms. The chair is elected from among current board members for a 1-year term, with the option of serving a second year upon board approval. The board generally meets twice per year and has ongoing email and phone communication between these meetings to keep current projects moving forward.

Service to BCIA can be very rewarding. Time commitment can be as short as a few hours, a few weeks or may last over several years. If you are interested in donating some of your time to a committee or task force or if you have questions about how you can contribute, please let us know at [info@bcia.org](mailto:info@bcia.org).

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