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## Accreditation Reviewer Volunteer Description

**Purpose:** The purpose of an Accreditation Reviewer is to review a program's accreditation report, verify that the information submitted is accurate and provide a preliminary report to the Accreditation Commission on how strongly the program has presented evidence of meeting the requirements for CEC Accreditation. Accreditation Reviewers work in assigned teams to complete a review, write a report, and submit recommendations to the Commission for its decision.

### Responsibilities:

- Knowledge of and adherence to CEC Accreditation policies and procedures
- Impartiality and adherence to strict conflict of interest guidelines, including a potential appearance of a conflict that may impact impartiality
- Review and verify evidence submitted as part of a program report
- Provide a preliminary report of the quality and strength of evidence in support of requirements for CEC accreditation to the Accreditation Commission

### Qualifications

- Experience with creating, implementing, or evaluating educator preparation standards, program review, and/or accreditation
- Experience with design and implementation of assessments
- Experience with implementation and/or evaluation of CEC standards
- Experience as a birth through 12 practitioner, clinical faculty member, cooperating teacher, or in a state educator preparation program oversight and approval process

**Term:** Four years, may serve consecutive terms. The term of service for an accreditation reviewer is four years and individuals are eligible to be approved by submitting an initial or renewal application for consideration by the Accreditation Commission. Renewals will be granted based upon a review of volunteer performance, level of engagement, and continuing needs of the organization.