

# MCOA Certification Training

The Certification Committee will be holding its second training for MCOA Director and Program Manager Certification for Fiscal 2012. Sandra LaPollo, Pat Roberts and Joanne Moore will lead a **WEBINAR on THURSDAY, JULY 28 at 10:00 AM**. If you are interested in completing the Director or Program Manager Certification this year, and haven't attended certification training in the last year, please plan on joining us. To sign up for the webinar, call Joanne Moore at 781-934-5774 x 102. She will send you a complete certification packet including the "code" to join the webinar.

## **FISCAL 2012 CERTIFICATION TIME LINE:**

- Certification Training-June 17<sup>th</sup> following membership meeting or **Webinar July 28, 2011 @ 10:00 AM**
- Letter of Intent Due to be received by MCOA—August 15, 2011
- Mentor Assigned –August 22, 2011
- Certification Roundtable—During MCOA Annual Conference—October 2011 (session time TBD)
- Portfolios due to MCOA—April 15, 2012
  - *When portfolio has been determined to meet all requirements—3 letters of reference must be submitted (one from your immediate supervisor)*
- Notify applicants of results –May 2012
- Certification Awards—Annual Meeting June 2012

Should you have any additional questions about the certification process, please contact Pat Roberts at (781) 631-6225 or Joanne Moore at 781-934-5774 x 102.