



# Serving Chamber Executives Since 1915

The Illinois Association of Chamber of Commerce Executives (IACCE) established the Accredited Chamber Executive (ACE) Program in 1997. It recognizes the professional competence of chamber of commerce executives in Illinois. The ACE designation is based upon the experience, service to IACCE, training, continuing education and professional achievement of IACCE members. The ACE certification is intended to strengthen the career development objectives of IACCE and provide personal recognition to chamber professionals in Illinois. Selected recipients receive **professional certification** that can be included with the recipient's profile, biography and resume.

Your completed application and supporting materials must be submitted via email to [lisa@iacce.org](mailto:lisa@iacce.org), along with a resume of professional experience and a letter of recommendation from your chief elected volunteer, to IACCE by October 1.

All applications must be accompanied by a **\$30 application fee** (\$50 for non-members), made payable to IACCE. The awards are presented at the **IACCE Annual Fall Conference**.

**IACCE ACCREDITED CHAMBER EXECUTIVE PROGRAM  
APPLICATION EVALUATION STRUCTURE AND SCORE CARD**  
(Minimum of 50 Total Points required to receive IACCE Accreditation Certification)

- 1. Formal Professional Development (Maximum of 20 Points)
  - Graduate of US Chamber Institute of Organization Management 20 pts.
  - Or equivalent career and/or management experience**
  - Certified Chamber Executive (CCE) 20 pts.
  - Associate's Degree in relevant field of study 5 pts.
  - Bachelor's Degree in relevant field of study 10 pts.
  - Master's Degree in relevant field of study 15 pts.
  - Other Non-Profit organization management roles 5 pts.

SCORE \_\_\_\_\_

- 2. Attendance at IACCE Fall Conferences (Maximum of 10 Points)
  - 2 points per conference attended.
  - List years attended: \_\_\_\_\_

SCORE \_\_\_\_\_



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3. Attendance at recognized professional development events for Chamber Professionals (Maximum of 12 Points)

2 points per event attended – Check, list years attended and provide documentation

- US Chamber of Commerce Conferences/Meetings
- IACCE/Illinois Chamber of Commerce Legislative Summit
- IACCE Learn from the Masters
- Illinois Chamber of Commerce Employer Action Day (Lobby Day)
- ACCE Annual Convention or Regional Conference
- Mid-America Chamber Executives Conference/Meeting (MACE)
- ASAE – Center of Association Leadership – Convention
- Other \_\_\_\_\_

SCORE \_\_\_\_\_

4. Volunteer Leadership roles in state or national Chamber organizations (Maximum of 10 Points)

2 points per position held – Check, list years and provide documentation

- IACCE Committee Member
- IACCE Committee Chairperson
- IACCE Conference Chairperson
- IACCE Conference Speaker/Panel Member
- IACCE Board Member
- IACCE Board Officer
- Institute for Organization Management Class Advisor
- Institute for Organization Management Class Instructor
- Institute for Organization Management Board of Regents
- Other Chamber Leadership Position \_\_\_\_\_

SCORE \_\_\_\_\_



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5. Involvement and accomplishments at the local level (Maximum of 14 Points)  
2 points per involvement – Check and provide documentation
- US Chamber of Commerce Accreditation
  - Advocacy/Government Affairs
  - Economic Development
  - Workforce Development
  - Leadership Development
  - Tourism
  - Downtown Revitalization
  - School Board
  - Service Organizations
  - Other \_\_\_\_\_

SCORE \_\_\_\_\_

6. At least five (5) years of continuous employment as a full-time Chamber professional (Required)  YES  NO
7. Resume of Professional Experience (Required)  INCLUDED
8. Letter of Recommendation from applicant's immediate supervisor (e.g., president/executive director for staff and chief elected volunteer for executive) (Required)  INCLUDED
9. Application Fee (Required)  INCLUDED

TOTAL SCORE \_\_\_\_\_



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By signing below, I attest that all of the information contained in this nomination and supporting materials are true, to the best of my knowledge:

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

**PAYMENT METHOD:**

\_\_\_\_ Check (please make payable to IACCE; mail to P.O. Box 9436, Springfield, IL 62791)

\_\_\_\_ Visa \_\_\_\_ MasterCard \_\_\_\_ American Express

(or pay online at <http://www.iacce.org/iacce-events.html>)

Credit Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ 3-Digit Code: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Total Amount Enclosed \$ \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_