



Agenda Statement

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Title: IIMC Certified Municipal Clerk (CMC) Credentials - Deputy City Clerk

Sponsors:

Indexes:

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Attachments: 1. Letter from AAMC President and IIMC Education Department, 2. IIMC Worldwide CMC Certification Statistics (May 2016 Report)

Date	Ver.	Action By	Action	Result
8/23/2016	1	City Council		

ITEM TITLE:

IIMC Certified Municipal Clerk (CMC) Credentials - Deputy City Clerk

SUBMITTED BY: Sheri Pierce, MMC, City Clerk

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

Receive and file.

SUMMARY STATEMENT:

Founded in 1947, the International Institute of Municipal Clerks (IIMC) promotes education and certification through university and college-based institutes and provides publications, networking, services and benefits to its members worldwide. A non-profit organization, IIMC is the leading professional association serving the needs of municipal clerks, secretaries, treasurers, recorders and other allied associations. IIMC also engages in municipal research administration, enhances critical professional skill development and fosters a spirit of mutual assistance and good fellowship among municipal clerks around the globe.

The Certified Municipal Clerk program is designed to enhance the job performance of the Clerk in both small and large municipalities. The CMC program prepares candidates to meet the challenges of the complex role of the Municipal Clerk by providing them with quality education in partnership with institutions of higher learning, as well as state, provincial, and national associations. The CMC program has been assisting clerks to excel since 1970.

To obtain Certified Municipal Clerk credentials, a candidate must complete extensive education and experience requirements, which equates to well over 1,000 hours of coursework and active committee

involvement in IIMC, Municipal Clerk Education Foundation (MCEF) and/or state Municipal Clerks Associations. Candidates must also serve as a Municipal Clerk or Deputy Municipal Clerk and be an active member of IIMC for a minimum of two years to be eligible for CMC credentials.

The City of Valdez Deputy City Clerk, Allie Ferko, completed the entirety of her CMC coursework within 16 months of her hire date. She has actively served on multiple Alaska Association of Municipal Clerk committees, including the Education, Publications, and Legislative committees. She served as a course convener during the 2015 AAMC annual training conference and will facilitate a social media roundtable during the 2016 conference in November.

As of May 2016, Allie has also completed 50% of coursework required to obtain her Masters Degree in Public Administration from University of Alaska Southeast.

Allie received her CMC designation on August 18, 2016 and will now begin working towards obtaining her Master Municipal Clerk credentials.