

ACF CHAPTER CERTIFICATION » CHAIR



Cristina Lappin, Your Story Photographer

Certification helps strengthen chapters; stronger members mean stronger leaders.

What is a Certification Chair?

A Certification Chair is a liaison between the chapter and ACF's Certification Department.

The Certification Chair:

- Keeps abreast of any changes in ACF certification.
- Answers questions regarding requirements for certification.
- Encourages members through the certification process and recognizes certification/recertification accomplishments.
- Works with Education Chair to develop education components to chapter meetings and/or provide periodic certification updates/presentations.

Why become a Certification Chair?

A strong certification program helps grow a stronger and more active chapter.

This is your opportunity to “pay it forward” – someone helped you get where you are, now is the time to help return the favor and get involved. You have the ability to make a difference and while helping others you earn 12 CEHs per year for your active participation.

Are there resources available for Certification Chair?

The Certification Chairs Network is here to support your efforts, through open communication, connection to certification department and providing various tools and resources.

- We Are Chefs – online discussion group
- ACF Website – packed full of up-to-date information and tools

What are the duties of the Certification Chair?

The Certification Chair helps start the discussion about certification: reviews the certification process, explains and reviews forms, conducts certification presentations, offers updates and engages members. The Certification Chair also:

- Assists members and potential members with attaining certification while taking the uncertainty out of the process.
- Presents certification updates and works with the education chair to set up workshops or forums.
- Guides and encourages members and potential members through initial certification or recertification.
- Pairs certified chefs with interested members for mentoring.
- Conveys the importance of certification for personal and professional advancement.
- Provides recognition opportunities to showcase member's accomplishments.
- Answers questions or knows where to get the right answer.
- Makes announcements and advertises educational opportunities including upcoming practical exam dates.
- Requests a report on recertification expirations dates to offer friendly reminders.
- Maintains open communication with certification department, chapter president, board and test sites.
- Participates in Certification Chair Network webinars, communications and discussions.
- Mentors a succession plan to maintain and grow chapter certification.



American Culinary Federation
The Standard of Excellence for Chefs

Contact ACF at certify@acfchefs.net or (800) 624-9458