



CERTIFICATION DEMONSTRATION: INSTRUCTIONS FOR APPLICANTS

I. Format of Certification Demonstration

A. Outline and Handouts

At least two weeks in advance of the certification demonstration, the applicant sends a brief outline of the demonstration to the Certification Chair. This should include the following:

- The applicant's primary area of practice (level of focus and major content area) as specified in the certification application
- The main points of the demonstration, and
- The goals and objectives of the applicant's sociological practice.
- Handouts and slides to be used in the demonstration.

B. Formal Presentation

The applicant will prepare and give a 45-50 minute formal presentation that demonstrates her/his competency as a sociological practitioner (applied, clinical or engaged public) before an audience of peers, including Certification Reviewers selected by the Certification Committee Chair. (See Section II for content guidelines).

C. Question and Answer Period

At the conclusion of the applicant's formal demonstration, the audience will be invited to interact with the applicant for up to (but not exceeding) 30 minutes, discussing her/his presentation, asking questions, and making suggestions. The applicant's responses to the comments will be considered part of the demonstration and will be evaluated on the same basis as the formal demonstration. The applicant is expected to take charge of the question and answer session and to conduct the give-and-take process.

D. Clarification Process

At the conclusion of the formal demonstration and question and answer period, the Certification Reviewers may meet privately with the applicant for further discussion and clarification.

E. Certification Recommendation

The Certification Reviewers will make a recommendation in writing to the Certification Committee. No decision about this rating will be given to the applicant at the time of the demonstration. The applicant will be informed in writing of the decision of the Certification Committee within one month of the certification demonstration date. If the Committee determines that certification is not possible at that time, the applicant will be informed of the reasons for the negative decision, and will have the opportunity to reapply.

If the applicant reapplies within two years from the date of notification of the decision, the applicant need not pay an additional application fee. However, an additional certification demonstration fee will be assessed when the applicant is next scheduled for a certification demonstration. Updated materials may be submitted, if needed.

II. Content of Certification Demonstration

A. Purpose

The purpose of the certification demonstration is to validate with a committee of peers whether the applicant “knows” sociology, uses sociological theory and methods effectively, and practices ethically.

B. Content and Style

The applicant chooses the content and style of the demonstration; however, general guidelines must be followed:

1. A professional demonstration about the applicant’s sociological practice is expected.
2. The demonstration must be in the area of specialization designated on the certification application. As such, the applicant should demonstrate clearly her/his personal role in the area of specialization, and provide an in-depth presentation of techniques or other methods which communicate competency in sociological practice to the Certification Reviewers.
3. The demonstration should make explicit theoretical and methodological approaches used in the applicant’s practice, and should include multiple levels of focus (integration of the individual in society). Interventions in the applicant’s clinical practice must be grounded in sociological theory.
4. The applicant’s work must reflect standards outlined in the Code of Ethics of the Association for Applied and Clinical Sociology.
5. Any materials to be used as handouts or audio-visual aids (including tables, graphs, and charts) should be duplicated (approximately 15 copies if the demonstration occurs at the annual meetings) and brought to the certification demonstration. If the applicant requires audio-visual equipment, s/he should inform the Certification Committee Chair. It is usually possible for the AACCS to provide the equipment, but this should be determined in advance.