



Delivery Quality & Revealing Excellence

Starting a Certification Program

Starting a new certification program can be a valuable project for your organization—if it's done correctly. Too many organizations don't take the time to complete the preliminary research and steps necessary to develop a quality program that will comply with the best practices and standards in the industry. SeaCrest can help.

Our focus is working with organizations that currently administer certification programs or are interested in launching one in the future. With more than 15 years of combined experience in the certification industry, we can help you start a new program by providing the following services:

- Serving as the project manager/director and providing expert advice to advance the goal of starting a new certification program
- Creating and managing strategic plans for program development
- Serving as a liaison to the volunteer leaders charged with governing the program
- Managing all activities of the Certification Board or Committee and providing guidance as needed
- Creating an appropriate organizational structure and governance structure for the certification program
- Developing policies and procedures for the certification program
- Identifying appropriate psychometric consultation and test administration services (as needed) and serving as a liaison to ensure seamless implementation of necessary steps
- Providing project management for the test development process
- Creating a Candidate Handbook, web site content, and other public documents
- Creating and implementing a marketing plan for the new certification program
- Providing oversight to ensure the new certification program is developed to meet the *NCCA Standards for the Accreditation of Certification Programs*

Contact Information

Janice Moore
877-619-9885 x702
JMoore@seacrestcompany.com