

CFEE *FastTrack*[®] CORE CURRICULUM SEMINAR PROGRAM

The International Festivals & Events Association

“CFEE *FastTrack*[®] Core Curriculum Seminars” Coming to Saint Paul, MN Aug. 10-12, 2009!

Professional Certification is an important step in the career track of leaders in all industries. It enhances professional stature among ones peers; recognizes those who have gone beyond expectations to be the best that they can be; makes a statement to those with whom we do business; provides a leveraged position from which to negotiate and build career success; and sets higher standards for our industry. Through the IFEA's Certified Festival & Events Executive (CFEE) program, industry professionals have the opportunity to achieve all these goals.

Now 25 years strong, the IFEA recognizes the desire by industry professionals to achieve these goals in a shorter period of time. In response to this, working with partner organizations, the IFEA is now able to provide our six (6) high level CFEE Core Curriculum Seminars, one of the main components of our CFEE Certification Program, at a fraction of the time, travel and costs, through our CFEE *FastTrack* Core Curriculum Seminar Program.

Designed for completion in a condensed period of time, (check plans for your area), each of the six core CFEE classes are led by some of the most successful event professionals in our field today. Offered in two blocks of 3 days each, the six CFEE Core Curriculum Classes include:

- Sponsorship/Sponsorship Service
- Non-Sponsorship Revenue Programs
- Marketing/Media Relations
- Administration/Management
- Human Resources
- Operations/Risk Management

(continued on back)

Best of all, through the support of partner organizations in each area, the IFEA is able to offer all six (6) of the CFEE *FastTrack* Core Curriculum Seminars at a total investment of \$500 per participant. Yes, you heard correctly; all six (6) seminars for \$500! (Seminars may be taken individually, at a rate of \$195 each.)

Participants may choose to take these six core curriculum seminars for further professional education and/or they may choose to take them to count towards attaining their CFEE Professional Certification.

For those choosing to participate in the full CFEE Certification program*, additional requirements are necessary. Opportunities to complete all other CFEE program requirements will be offered to participants during the same time frame as the Core Curriculum Seminars are being offered, and may also be completed during this condensed timeframe or at your own pace. Additional requirements include:

- Elective Requirements
- Professional Seminar / Conference Attendance
- Professional Publication
- Speaking Presentations
- Final Professional Assessment by the IFEA Academy of Event Education
- Experiential and professional membership requirements

For complete details on the IFEA's CFEE Certification Program and a detailed list of additional CFEE requirements, goto: www.ifea.com.

*Note: Participants must officially enroll in the IFEA's CFEE Certification Program prior to starting any course requirements. See attached registration form.

Saint Paul, MN **CFEE *FastTrack*[®]** Schedule:

The CFEE *FastTrack*[®] Seminars will be held at:

UAW-Ford-MNSCU
Training Center
Room 255A & B
966 Mississippi River Blvd.
Saint Paul, MN 55116

Recommended hotel for accommodation if needed:

Hyatt Place Minneapolis
Airport South

CFEE Core Courses offered:

- **Monday, August 10th**
Marketing & Media Relations – presented by Penny Reeh, CFEE

- **Tuesday, August 11th**
Operations/Risk Management – presented by Kay Wolf, CFEE

- **Wednesday, August 12th**
Sponsorship/Sponsorship Service – presented by Sylvia Allen, CFEE

The final three CFEE Core Curriculum seminars, including Non-Sponsorship Revenue, Human Resources and Administration/ Management will be offered at a later date to be determined.



C F E E
CERTIFIED FESTIVAL AND EVENT EXECUTIVE

Sponsored by **K&K**
INSURANCE

The International Festivals & Events Association **CFEE FastTrack**[®] Core Curriculum Seminar Registration Form

To participate in the IFEA's **CFEE FastTrack**[®] Core Curriculum Seminars, sponsored by K&K Insurance, please complete this registration form.

CFEE CERTIFICATION PROGRAM ENROLLMENT

- I would like to enroll in the IFEA's CFEE Certification Program.
- I am already enrolled in the IFEA's CFEE Certification Program.
- I do not wish to enroll in the IFEA's CFEE Certification Program at this time, but simply wish to take the courses being offered.

APPLICANT INFORMATION

Are you currently a member of the IFEA? **Yes** **No**

Name: _____

Organization: _____

Phone: _____ Email: _____

Address: _____

City: _____ State _____ Zip: _____

Years in Current Position: _____ Years in Festivals & Events Industry: _____

CFEE FASTTRACK[®] CORE CURRICULUM SEMINAR INFORMATION

Please list the date, city and state of the **CFEE FastTrack**[®] Core Curriculum Seminar you are registering for:

Date: _____ City: _____ State: _____

PAYMENT INFORMATION

Seminar fees are required in full to hold space. Fees are non-refundable.

- I am registering for the first three of the six CFEE Core Curriculum Seminars. My payment of \$500 is included.
- I am registering for the final three of the six CFEE Core Curriculum Seminars. I have already paid for the seminars.
- I would like to register for the CFEE Core Curriculum Seminars individually. (Please indicate which Seminar(s) you would like to register for and submit payment accordingly.)
- | | |
|---|---|
| <input type="radio"/> Sponsorship/Sponsor Service - \$195 | <input type="radio"/> Administration/Management - \$195 |
| <input type="radio"/> Human Resources - \$195 | <input type="radio"/> Marketing/Media Relations - \$195 |
| <input type="radio"/> Operations/Risk Management - \$195 | <input type="radio"/> Non-Sponsorship Revenue - \$195 |

TOTAL PAYMENT

Please list the total amount being paid: \$ _____

PAYMENT METHOD

Select method of payment: **Check** (make check payable to IFEA in U.S. funds) **Visa** **MasterCard** **American Express**

Print Cardholder Name: _____

Signature: _____

Credit Card Number: _____

Expiration Date: _____ CVN Code: _____ (MC/Visa-3 digit code back) (AMX-4 digit code front)

Questions: Contact Bette Monteith, Director of Finance and CFEE Program Manager – Phone: 208-544-0950 ext: 2 – Email: bette@ifea.com.

For more information regarding this CFEE FastTrack Core Curriculum Seminar series, contact:
Penny Reeh, Associate Director of Business Development – Phone: 830-997-8668 – Email: penny@ifea.com

To register for this CFEE FastTrack Core Curriculum Seminar series, contact Bette Monteith, Director of Finance and CFEE Program Manager –
Phone: 208-544-0950 ext: 2 – Email: bette@ifea.com