

**Appendix 1: CES Professional Designation Program (PDP): Self-Assessment Checklist for those considering application to become a CES Credentialed Evaluator**

	<i>Yes</i>	<i>No</i>	<i>Uncertain</i>
I am a member of CES.			
I have a graduate degree <u>or</u> an undergraduate degree and a certificate/diploma in evaluation.			
My postgraduate degrees/diplomas/certificates are from recognized Canadian postsecondary institutions or from non-Canadian universities ranked among the top 500 in the world.			
If I do not have a graduate degree <u>or</u> an undergraduate degree and a certificate/diploma in evaluation, I have been in the workforce for at least ten years, of which six have been full time in evaluation.			
I have taken at least one course/workshop in Program Evaluation. (not a requirement but a recommendation).			
I can clearly articulate program evaluation, and I am familiar with the definition of Program Evaluation as described by the Canadian Evaluation Society (CES). <a href="https://evaluationcanada.ca/what-is-evaluation">https://evaluationcanada.ca/what-is-evaluation</a>			
I am familiar with the Canadian Evaluation Society Ethics. <a href="https://evaluationcanada.ca/ethics">https://evaluationcanada.ca/ethics</a>			
I am familiar with the Program Evaluation Standards. <a href="https://evaluationcanada.ca/program-evaluation-standards">https://evaluationcanada.ca/program-evaluation-standards</a>			
I am familiar with the Competencies for Canadian Evaluators. <a href="https://evaluationcanada.ca/competencies-canadian-evaluators">https://evaluationcanada.ca/competencies-canadian-evaluators</a>			
I have reviewed other CES resources that help explain the PDP and the CE on the CES web site (webinars, video clips, journal articles, and others). <a href="https://evaluationcanada.ca">https://evaluationcanada.ca</a>			
I am aware that I can complete the eligibility requirements and apply online.			
Program evaluation has been on my job description or has been the focus of my graduate courses.			
I have a current CV that describes the contexts in which I obtained my required two years of program evaluation experience.			
I can document two full-time years (equivalent) of program evaluation-related experience in the last ten years, validated through professional references.			
I can obtain or have obtained a statement of program evaluation work demonstrating the required two years' of experience and signed by my sponsors/references.			
I am aware of the application fee and the annual fee to maintain my designation.			
If I do not have a graduate degree <u>or</u> an undergraduate degree and a certificate/diploma in evaluation, I have been in the workforce for at least ten years, of which six have been full time in evaluation.			
I can document that I have competence in at least 70 percent of the competencies in the five domains.			
I am aware that I can contact a CE in my Chapter to ask for advice or mentoring. <a href="https://evaluationcanada.ca/roster-credentialed-evaluators">https://evaluationcanada.ca/roster-credentialed-evaluators</a>			
If I am not successful in obtaining the credential on my first application, I am aware that I can address my shortcomings and reapply as many times as I wish within three years of my first application date.			