



Professional Development

Certified Louisiana Economic Developer Recertification Application

**LIDEA CLED Training Program
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Professional Development

Recertification Requirements for the Certified Louisiana Economic Developer

Effective Date: 10-10-2018

Professionals with the Certified Louisiana Economic Developer (CLED) designation are eligible for recertification at the end of each three-year period by submitting an application for recertification to the Professional Development Committee of the Louisiana Industrial Development Executives Association (LIDEA).

A total of **10** points must be earned to retain certification based on the following scale:

Level Four – Earn four points for any of the following:

- Successful completion of an in-person, two-day class associated with the CLED Course or LIDEA Program
- Registration and attendance at the LIDEA Annual Conference
- Serve as a mentor for a minimum of one candidate in the CLED Program

Level Three – Earn three points for any of the following:

- Instruct, teach, or speak as part of the learning curriculum in the CLED Program
- Serve on the Board or as a committee chair for LIDEA or other qualifying national or statewide trade organizations*

Level Two – Earn two points for any one of the following:

- Serve a minimum of one year as a committee member associated with LIDEA
- Serve a minimum of one year as a member of an economic development committee in the public/private sector
- Completion of an IEDC training, advanced training program, or technical course.
- Instruct, teach, or speak at any IEDC, SEDC, OU EDI training, advanced training program, or technical conference
- Attendance at state, regional, national, or international convention or formal training within your industry/career field
- Completion of a local, regional, or statewide leadership program

Level One – Earn one point for any of the following:

- Attendance at preconference workshops, other workshops, or programs specifically facilitated by LIDEA, the Professional Development Committee, or other LIDEA committee. The agenda or event program for the workshop/program must contain education, training, and/or professional development components.
- Participate in an IEDC webinar

*Qualifying trade organizations include national or statewide utility associations, Louisiana Municipal Association, and the Policy Jury Association of Louisiana.

Certified Louisiana Economic Developer



Professional Development

Recertification Process

The Recertification Application Process

All CLED recertification applicants must complete the enclosed recertification form indicating their involvement in the economic development field since becoming certified or recertified.

The Application Fee

The application fee is \$50 for recertification.

LIDEA Membership Requirement

All candidates for recertification must be current, dues-paying members of LIDEA at time of recertification.

Demonstration of Continued Economic Development Experience

The applicant must completely fill out the application form and submit a copy of his/her current résumé for recertification.

Notice of Application Approval

Applicants meeting recertification requirements will receive notification of recertification.

Applicants whose applications have been denied will receive notification and explanation of denial.

Certification Committee

Southeastern Louisiana University, LED, and the Louisiana Industrial Development Executives Association have established a CLED Advisory Council to oversee the certification and re-certification program. All concerns will be brought before the certification committee for review.

Recertification Application Instructions

Please read the following instructions before completing the attached form.

Section A - General Information

This information identifies the applicant's current address and employer. The applicant should only include an address at which he/she is sure to be reached within the next year. All correspondence will be sent to this address.

Section B – Applicant's Professional Development Record

Fill out the professional development record, indicating the location and date for each event that qualifies for recertification.

Section C - Applicant's Signature

Forms must be signed by the applicant in order to be processed.



Professional Development

CLED Recertification Form

Please read all instructions before completing this form. Please attach a current résumé and any other pertinent backup documentation such as completion certificates.

Section A - General Information

Name _____

Title _____

Employer _____

Address to which all correspondence should be sent:

Address Line 1: _____

Address Line 2: _____

City/State/Zip Code: _____

Telephone: _____ E-Mail: _____

Section B – Applicant’s Professional Development Record

Level Four – Earn *four points* for any of the following:

- Successful completion of a minimum of one in-person, two-day class associated with the CLED Course or LIDEA Program

Course Title: _____

Date attended: _____

Course Title: _____

Date attended: _____

- Registration and attendance at the LIDEA Annual Conference

Year of Attendance at LIDEA Annual Conference: _____

- Serve as a mentor for a minimum of one CLED candidate in the CLED Program

Name of mentee: _____



Professional Development

Level Three – Earn *three points* for any of the following:

- Instruct, teach, or speak as part of a learning course in the CLED Program.

Course Title: _____

Date of instruction: _____

Course Title: _____

Date of instruction: _____

Course Title: _____

Date of instruction: _____

- Serve on the Board or as a Committee Chair in the Louisiana Industrial Development Executives Association or other qualifying national or statewide trade organizations (*qualifying organizations listed on page 2*)

Committee: _____

Year(s) served: _____

Committee: _____

Year(s) served: _____

Committee: _____

Year(s) served: _____



Professional Development

Level Two – Earn *two points* for any one of the following:

- Serve a minimum of one year as a committee member associated with LIDEA

Committee Name: _____

Year(s) served: _____

- Serve a minimum of one year as a member of an economic development committee in the public/private sector

Committee Name & Organization: _____

Year(s) served: _____

Committee Name & Organization: _____

Year(s) served: _____

Committee Name & Organization: _____

Year(s) served: _____

- Completion of an International Economic Development Council's (IEDC) training, advanced training program, or technical conference

Course Title: _____

Date attended: _____

Course Title: _____

Date attended: _____

- Instruct, teach, or speak at any IEDC, SEDC, OU EDI training, advanced training program, or technical conference

Course Title: _____

Date of instruction: _____

Course Title: _____

Date of instruction: _____



Professional Development

Attendance at state, regional, national, or international convention or formal training within your industry/career field

Conference Attended: _____

Date Attended: _____

Completion of a local, regional, or statewide leadership program

Name of Program: _____

Date of Program Completion/Graduation: _____

Level One – Earn *one point* for any of the following:

Attendance at preconference workshops, other workshops, or programs specifically facilitated by LIDEA, the Professional Development Committee, or other LIDEA committee. The agenda or event program for the workshop/program must contain education, training, and/or professional development components.

LIDEA Event Attended: _____

Date attended: _____

Participate in an IEDC webinar

Title of webinar: _____

Date attended: _____

Title of webinar: _____

Date attended: _____



Professional Development

Summary of Professional Development Record

Level Four Points: _____

Level Three Points: _____

Level Two Points: _____

Level One Points: _____

Total Points: _____

Section C: Applicant's Signature

I, _____, verify that the above information is true and accurately portrayed. I acknowledge that if asked, I can provide documentation for attendance at these events.

Signed: _____ Date: _____

Please return the completed application, your resume, and any other pertinent supporting documentation to:

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