



Announcement and Call for Applications: Council on Accreditation of Counsellor Education Programs (CACEP) Council Member – Francophone Vacancy

Established in 2002, the purpose of the Council for Accreditation of Counsellor Education Programs (CACEP) is to ***oversee and manage the CCPA accreditation program, which involves providing professional and arm's-length evaluation of master's level counsellor education programs in Canada.***

The accreditation of master's level counselling programs in Canada by CACEP is intended to promote high standards in the pre-service training of professional counsellors; assisting the administration and faculty of counsellor education programs to assess and improve their objectives, resources, and program; and promote a continuing review and evaluation of existing counsellor education programs.

CACEP Co-Chairs (Dr. Bill Borgen and Dr. Sharon Robertson) invite Counsellor Educators to apply for one current Francophone vacancy on the Council.

The appointed individual on the CACEP Council will serve one four-year term commencing in May 2018.

This is a volunteer position – with travel, accommodation and related expenses reimbursed for CACEP activities.

Who may apply to be a CACEP Council member? CCPA members in good standing who:

- Have an earned doctorate with an emphasis in counselling or a closely-related field from a recognized university;
- Are counsellor educators (current or retired) for a master's level counselling program in Canada;
- Have knowledge of and experience with accreditation processes (e.g., accreditation site visitor);
- Identify as a professional counsellor or psychotherapist (e.g., licenses, certifications, and/or other professional credentials, and memberships);
- Demonstrate evidence of commitment to the profession of counselling and psychotherapy (e.g., memberships and affiliations in counselling and psychotherapy organizations, past memberships on organizational boards related to counselling and psychotherapy); and

- Have interest in and support of the [CACEP accreditation process](#).

Preference may be given to applicants who are counsellor educators in French language and/or bilingual master's level counselling programs in Canada.

How do I apply?

Submit:

- Completed application form; and
- Transmit the completed application form with your current resume (including the names of three references) to william.borgen@ubc.ca.

If you are interested or have any questions about the CACEP Council vacancy call for applications, please contact Dr. Bill Borgen at william.borgen@ubc.ca.

To be considered for this vacancy, a completed application and accompanying documentation must be submitted to Dr. Bill Borgen by **February 28, 2018 (11:59 pm Eastern Time)**.

How will the successful candidate be determined?

Applications will be reviewed by CACEP Co-Chairs Drs. Borgen and Robertson in terms of application completeness and criteria listed above.

Members of the Council are appointed by the CCPA National Board of Directors upon the recommendation of the Council on Accreditation. As such, the preferred candidate will be recommended by the CACEP Co-Chairs to the CCPA Executive Committee and National Board of Directors in March 2018. The selected candidate will then be notified prior to March 31, 2018.

The criteria to determine the successful CACEP Council Member position are based on information provided by the applicant in the following areas:

- ***Perspective on service in relation to counsellor education accreditation (or equivalent programs)***. Recognition of the importance of and commitment to diversity, social justice and inclusiveness in terms of CACEP Council duties and responsibilities;
- ***Evaluation and/or accreditation involvement***. Willingness to diligently work and have the ability to follow through with short term and long term accreditation and related evaluation activities under defined timelines;
- ***Process-based thinking and results-based orientation***. Ability to work as a member of a team, build consensus, think strategically and participate in group discussions and processes; and agreement to attend and actively participate in all CACEP Council activities [*note: CACEP Council meetings and corresponding activities are carried out in English*]; and
- ***Professional integrity and commitment***. Commitment to the counselling and psychotherapy profession, CACEP, the [accreditation process](#), and awareness of and willingness to avoid real or perceived conflicts of interest.

CACEP Council Backgrounder

CACEP Council Duties and Responsibilities

In order to administer its accreditation program, CCPA established the Council on Accreditation of Counsellor Education Programs (CACEP) referred to simply as the Council on Accreditation.

The organizational structure of CACEP consists of two Co-Chairs and additional Council members. Drs. Bill Borgen (University of British Columbia) and Sharon Robertson (University of Calgary) are the CACEP Co-Chairs. Both Dr. Borgen and Dr. Robertson are CCPA National Presidents Emeriti. The additional Council members are recognized counsellor educators. Currently, one Francophone position is vacant.

The mandate of the Council is as follows:

- To oversee and manage the CCPA accreditation program, which involves providing professional and arms-length evaluation of counsellor education programs;
- To develop policies and procedures pertaining to the operation of the Council and to make recommendations regarding these to the CCPA Board of Directors;
- To periodically review the CCPA Accreditation Procedures and Standards and to make recommendations for change to the CCPA Board of Directors;
- To develop documents and instruments needed to administer the accreditation program;
- To provide consultation to counsellor education programs;
- To provide information to the President of the institution applying for accreditation, regarding the outcome of the institution's application;
- To interact through the CCPA National President with other elements of the CCPA governance structure on matters related to accreditation;
- To develop marketing strategies to interest universities in the accreditation of their counsellor education programs; and
- To cooperate with provincial and federal institutions and agencies as well as other professional groups in promoting high standards of counsellor education.

Depending on the schedule of site visits, accreditation application reviews and re-accreditation evaluations carried out by CACEP Council members, some activities occur in an episodic fashion resulting in the workload varying from month to month.

Logistics and Resources. The appointed CACEP Francophone member will have access to an orientation carried out by the CACEP Co-Chairs, access to CCPA WorkSpaces (a password protected digital platform and file library), and CCPA teleconference call resources to support the timely review of CACEP documentation. Council meetings will be held in English.