



Thank you for your interest in becoming a Fellow of the Construction Management Association of America (CMAA).

Please review these instructions to ensure that your submission receives full consideration by the Selection Committee.

Overview

The Fellows designation is one of the highest honors CMAA can bestow on an individual member.

Election to the CMAA College of Fellows represents recognition by your peers of your leadership in the program and construction management (PM/CM) profession, your contribution to its continued growth and development, and your support of CMAA.

As leaders in the PM/CM profession, CMAA Fellows fully embrace CMAA's Vision and Mission, Statement of Values, Policy Framework, and Code of Professional Conduct.

Role and Purpose of the College

The CMAA College of Fellows was established to recognize members who are leaders and who have made significant contributions to the PM/CM profession, the industry, and the association.

The goals of the College of Fellows are:

- a) To represent a diverse community of thought leaders that lend their knowledge and insight to the strategic issues facing the industry, the PM/CM profession and CMAA;
- b) To identify and assist in the development of future leaders;
- c) Maintain an active role in CMAA; and
- d)



Phase 2: In which the nomination dossier is submitted and formally reviewed by the Fellows Nomination Committee.

Phase 1

The purpose of this phase is to aid interested candidates and nominators in understanding the role and purpose of the College and in preparing a nomination dossier that is responsive to the criteria.

All candidates must complete Phase 1.

In Phase 1, candidates or nominators indicate interest in becoming a Fellow or nominating a member for Fellowship.

Initial submissions are assigned to two current Fellows who are responsible for assigning a mentor to the candidate. The role of the mentor is to provide early feedback and advice to the nominator and the candidate regarding completeness of the submittal and readiness of the candidate to be considered for election.

The role of the mentor is advisory only. Their role is not to make a judgement about a candidate's qualifications or readiness. Mentors are not responsible for the final selection of a candidate and any mentor who serves on the Fellows Nomination Committee is required to recuse themselves from the committee's deliberations on any candidate they mentored in Phase 1.

Further, nominators and candidates are not obligated to accept a mentor's advice and may request a different mentor.

Process

The initial submission is made by either the nominator or the candidate; both must be members in good standing as defined in the CMAA Bylaws and the candidate must have been a member in good standing for at least five cumulative years.

Submissions are completed through an online portal and can be made at any time during the year.

Initial submissions are assigned to at least two Fellows who are responsible for identifying a mentor from among the current Fellows.

The mentor's role is to provide objective advice and assessment of the nominee's eligibility and qualifications for election to the College. This advice is shared with the nominator and the candidate prior to the submission of the nomination dossier (see below). Candidates are encouraged to include their potential nominator in Phase 1 so that the mentor's advice can aid both.

Phase 1 initial submissions have two parts:

- Contact information for the nominator and the candidate

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Candidates, nominators, and mentors identify a timeline and plan for working together as a group. The process is informal and may last as long as a few months or a little as a few weeks or days.

Phase 2

Purpose

Phase 2 is the formal submission of a nomination dossier.

Process

Nomination dossiers are accepted only during the formal nomination period, usually in the first quarter of the calendar year.

A complete nomination dossier has three parts:

Part 1 consists of a 500-word narrative by the nominator that describes the candidate's accomplishments and contributions in each of the following:

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Guidelines and Helpful Hints

of technical expertise that has benefitted the profession; presenting at national conferences or Chapter events; contributing to CMAA's Standards of Practice or other signature publications

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Contributions to the PM/CM industry includes but is not limited to: receiving honors and awards

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Guidelines and Helpful Hints