



## ACCREDITATION FINAL INTERVIEW WORKSHOP

As part of the [SWAAAE Winter 2021 Virtual Conference](#), the Southwest Chapter of AAE will be hosting the virtual **ACCREDITATION FINAL INTERVIEW WORKSHOP** on Thursday and Friday, February 4 and 5, 2021. This half day workshop over two days will assist candidates in completing the AAE accreditation program and teach them how to better prepare for the final interview.

This virtual workshop will take place from 8:00 a.m. to 12:00 p.m. Pacific Time each day. The registration fee of **\$250**.

**REQUIREMENTS TO REGISTER FOR THE WORKSHOP:** Must be a current member of AAE and an active candidate in the A.A.E. program. For more program information, contact Kevin Smith, A.A.E. at (530) 587-4119, ext. 105 or at [ksmith@fly2trk.com](mailto:ksmith@fly2trk.com).

**REGISTER ONLINE** at [www.swaaae.org](http://www.swaaae.org). For more registration information, contact SWAAAE Headquarters at (480) 403-4604 or by email at [admin@swaaae.org](mailto:admin@swaaae.org).

The workshop is a great tool for candidates to understand the process and prepare for the Final Interview.

### Workshop Topic Areas

The Board of Examiners  
Accreditation Program Events  
The Regional Examiner's Role  
The Final Interview: Purpose, Process, Panel, Place and Time, Conduct, Pass/Fail Criteria  
Preparing for the Interview  
Four Sections of the Final Interview:  
- Finance & Administration  
- Planning, Construction, & Environmental  
- Operations, Maintenance & Security  
- Communications & Community Relations  
Do's and Don'ts of Interviewing  
Successful Interview Strategies  
Practice Interview Questions

### REASONS TO ATTEND

- ✓ Learn how to study and prepare for the final interview
- ✓ Interact with members of the AAE Board of Examiners & Other AAEs
- ✓ Participate in interview techniques
- ✓ Gain additional knowledge about the accreditation process
- ✓ Understand more about the value of accreditation
- ✓ Network with peers and fellow accreditation candidates
- ✓ Answer sample final interview questions
- ✓ Receive constructive feedback on your answers
- ✓ Learn how the final interview is conducted
- ✓ And much more