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## DCAV DESIGNEES

### CREATE A CULTURE OF *Competence*

SEVA-CAI's DCAV Designation is the mark of a dedicated community association volunteer who has made the commitment to provide a high level of volunteer services by securing a strong educational foundation, observing rules of conduct and a code of ethics.

Volunteering is a leadership position and the DCAV Designee program will help you achieve success in your role as a community builder.

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#### DO YOU HAVE THE

### *Qualities*

#### OF A STRONG VOLUNTEER?

- Good character
- Strong integrity
- Calm judgment
- Committed to the best interests of the community as a whole
- Willingness to serve
- Relevant experience/background
- Previous volunteer service
- Strong "people skills"

#### HAVE YOU ATTENDED ANY OF SEVA-CAI'S

### *Education* PROGRAMS?

- The Essentials of Community Association Volunteer Leadership
- Legal and Legislative Update
- CA Day Trade Show & Education Expo
- Education Breakfasts
- Education Luncheons
- Community Programs

### *Then you may qualify*

for SEVA-CAI's DCAV Designation:

A Certification for Community Association Volunteers.

**COMPLETE THE APPLICATION TODAY!**

**[WWW.SEVACAI.ORG](http://WWW.SEVACAI.ORG)**



#### DCAV EDUCATION COURSES TEACH VOLUNTEERS ABOUT:

- Accounting, Finance and Collections
- Best Practices
- Bids, Contracts and Proposals
- Board Governance and Roles
- Building Community
- Communicating with Residents
- Elections
- Finding Volunteers
- Governing Documents
- Insurance and Risk Management
- Maintenance
- Meeting Requirements
- New State and Federal Legislation
- Parliamentary Procedure
- Reserves and Reserve Studies
- Rules and Rules Enforcement
- Selecting Contractors
- The Importance of Meetings
- Volunteer Management
- Working with Committees
- Working with Professional Managers
- Working with Professional Partners