

Flexible and verifiable certifications for humanitarian practitioners

 **PHAP**
Credentialing
Program

Developed with the support of:



CHSAlliance

humanitarian
leadership
academy



PHAP

phap.org/credentialing-program



Responding to long-standing concerns about capacity issues across the humanitarian sector, PHAP has launched a new program to compile and validate core humanitarian knowledge and skills, define peer-based standards for personnel, and recognize competencies through independent and practice-based certification.

The PHAP Credentialing Program follows the established international standard for personnel certification (ISO/IEC 17024:2012) to deliver modular credentials in specific competency areas. To earn each certification, individuals must pass a competency assessment based on multiple-choice questions, developed through a collaborative volunteer effort, with drafting and peer review by hundreds of experienced humanitarian workers. With this flexible program, not tied to any specific training course, candidates may prepare for the assessment in the manner most suitable for their learning preferences and have their prior learning recognized.

The current six certifications can be combined as needed to provide a robust yet inexpensive means for humanitarian practitioners to demonstrate competencies and for employers to know whether staff members or job candidates possess a certain level of knowledge or ability in these specific areas.

Why certification?

For affected people

- A robust way to improve accountability to affected people
- Provides a tool for building capacity across the humanitarian sector
- Reduces waste of limited resources

For practitioners

- A robust method of demonstrating professionalism, commitment, knowledge, and skill
- Flexible choice of learning methods, including capturing on-the-job learning
- Possibility to have existing skills and knowledge recognized

For agencies

- A flexible set of tools for recruitment and staff development
- Identify gaps and focus staff development resources where most needed
- A way to demonstrate organizational effectiveness and live up to commitments

For training and education providers

- Relevant, up-to-date, practice-based body of knowledge for curriculum development
- Increase value of existing training and education offerings by adding trusted and robust assessments
- Provide motivation and recognition to course and training participants

Main features of the Credentialing Program

Demand-driven

PHAP conducted extensive environmental scanning and surveying of practitioner and employer needs over the course of 2016, gathering more than 5,000 complete responses in total. The Credentialing Program has been designed specifically to meet the needs – and address the concerns – identified through this process.

Voluntary

The certifications offered through the Credentialing Program support and complement the existing efforts of employers to assess competencies and of individuals to demonstrate them. They do not put up barriers to practice but rather offer additional tools to promote and build capacity in the sector.

Sector-wide applicability

Focusing on objective and transversal knowledge and skills, the certifications launched in 2017 cover:

- Understanding the humanitarian ecosystem (UHE)
- International legal frameworks for humanitarian action (ILFHA)
- Applying humanitarian principles in practice (AHPP)

In 2018, the following certifications will also be available:

- Monitoring, Evaluation, Accountability, and Learning (MEAL)
- Humanitarian Needs Assessment (HNA)
- Cash Transfer Programming in Humanitarian Action (CTP)

Independent assessment

The certification assessments do not require participation in specific training or education programs. This allows for a **wide range of learning providers and methodologies** – as well as self-guided learning – and makes the certifications a **flexible** solution that **ensures quality, minimizes duplication of training, and improves access to and affordability** of robust, meaningful credentials. The **certification specifications are shared openly** for training and education providers to be able to adjust existing or develop new offerings, as they see fit.

Based in actual practice

The certifications are **compliant with the international standard for bodies operating certifications of persons: ISO/IEC 17024:2012** and the development process is guided by international certification and assessment experts. The standard ensures that the certification reflects actual practice by a process led by a **representative committee of experts** and a **large group of practitioners representing all parts of the humanitarian community validating the body of knowledge**.

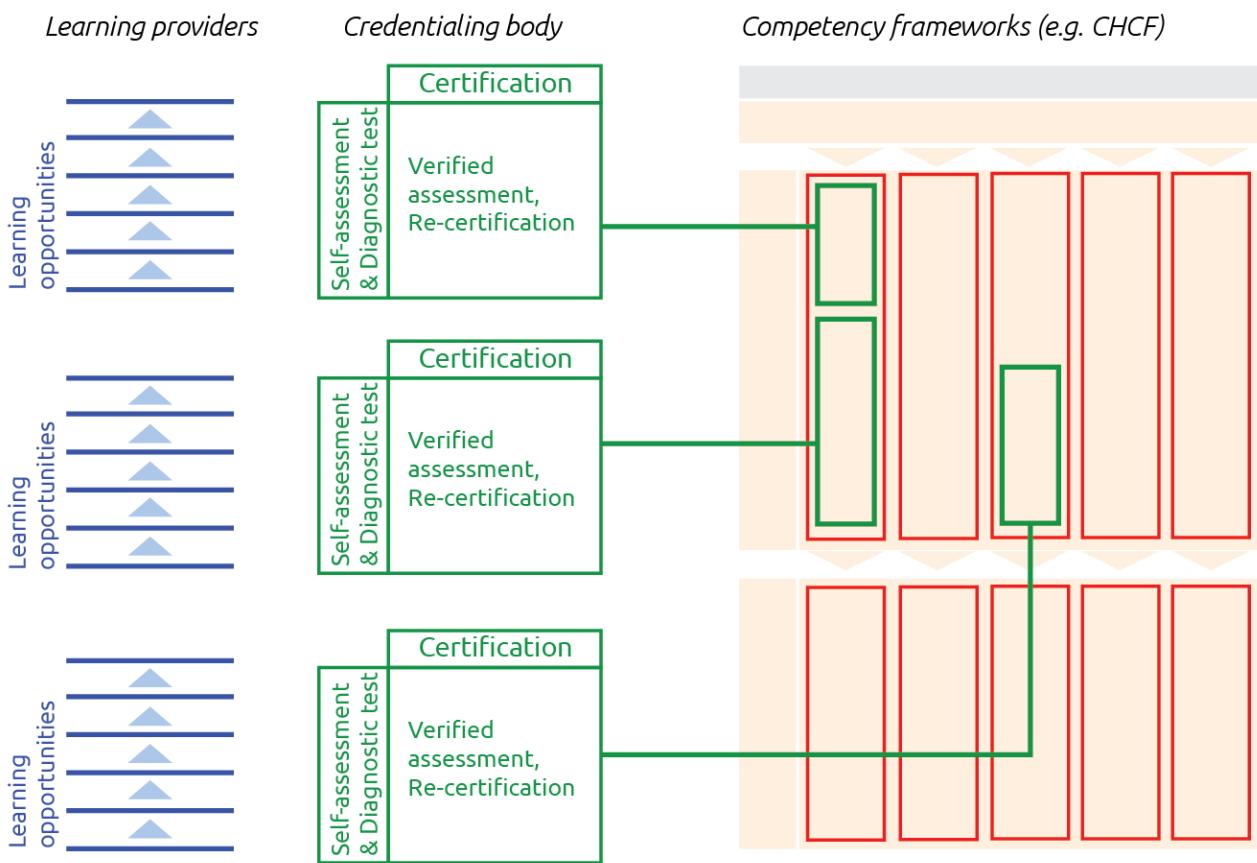
Trustworthy results

All certification assessments are **invigilated/proctored**. The assessment instruments are monitored over time and adjusted to ensure a **high validity and reliability across different groups and contexts**. Those holding the certification are issued with an easily **verifiable and shareable digital certificate/badge**.

Continued relevance

To ensure that they continue to reflect current realities, the content of the certification assessments is **reviewed and renewed on an annual basis**. To ensure that each certification holder's knowledge stays up to date, **re-certification is required** every three years. To re-certify, individuals have a choice of either undergoing **re-assessment** or participating in a certain number of hours of relevant **continuing education**.

Complementarity with related initiatives



More information

For more information about the PHAP Credentialing Program, visit <https://phap.org/credentialing-program> or contact us at certifications@phap.org.



The International Association of Professionals in Humanitarian Assistance and Protection (PHAP), established in 2010, is the individual-based professional association bringing together all parts of the humanitarian sector, with a mission to empower capable and informed professionals to transform humanitarian action. One of the typical functions of a professional association, such as PHAP, is to offer professional credentials – attesting that individuals have the minimum necessary knowledge, skills, and experience to be considered competent in their field.



The PHAP Credentialing Program is made possible through the Practitioner Competencies Learning Center, a joint initiative of the Humanitarian Leadership Academy, CHS Alliance, and PHAP working to develop solutions that strengthen competency-based approaches in the humanitarian sector at the individual and organizational level, and is part of the larger HPass Initiative.