



# CAEP Program Review Board Eligibility Requirements and Expectations

AMLE seeks members for the Program Review Board who represent racial, ethnic, gender, and geographic diversity. Qualifications and performance expectations for program reviewers include the following:

- Ability to attend annual training sessions at the AMLE Conference
- Ability to make confidential reasoned, unbiased professional judgments about education programs based on their alignment with AMLE standards
- Basic knowledge about interpretation of data, performance-based assessment, use of rating scales and rubrics, and analysis of written information
- Commitment and availability to perform duties for a 3-year term
- Commitment to meet deadlines
- Computer literacy and access to the Internet and e-mail and familiarity with submission and review databases [the reviews are conducted online]
- Current membership in AMLE
- Excellent writing skills that convey clear, substantive judgments about the program that support review decisions and that offer focused comments to provide institutions the information needed to bring their programs into alignment with AMLE standards
- Expertise in the field of middle level education, teaching, administration, teacher education, research, and/or program evaluation
- Familiarity with current and former editions of AMLE Middle Level Teacher Preparation Standards
- Good interpersonal skills, the ability to interact with team members in a courteous and collegial manner, and the ability to work toward consensus in team deliberations