**Society of Decision Professionals**

**Application for Associate Status**

**Basic Information**

| Applicant Name: | Email address: |
| --- | --- |
| Place of Employment\*: | Address: |
| Phone number: |

*\* optional field*

**Educational and Professional Background required**

| The Associate certification can be achieved by at least one of the following:* Attendance at an in-house training programme on Decision Making/Decision Analysis
* Completion of at least one Decision Making / Decision Analysis course in an undergraduate course
* Completion of at least one Decision Making / Decision Analysis course in a post graduate programme
* Completion of third-party training course(s) in Decision Analysis and / or Decision Quality and / or equivalent

All training options need to be equivalent to 16 hours or more of training and cover a curriculum to match the elements identified in the criteria below. In lieu of the training options, the applicant can demonstrate the skills gained on-the-job through practical experience (again these should match the criteria below).**Criteria:**1. **Framing & Structuring:** “Has a working knowledge of how to frame and structure a decision problem.” This includes being able to:
* Understand and articulate what makes a good quality decision.
* Understand the basics of decision processes, including framing, and generation of alternatives.
1. **Decision Analysis and Modelling**: “Understands how to use simple structured decision-modelling tools to help gain agreement on which alternative to pursue.” This includes being able to:
* Be aware of a variety of decision analytic techniques.
* Recognise the role of uncertainty plays in good decision making.
* Interpret common decision analysis results and can draw key insights.
1. **Information Gathering and Value Assessment**: “Basic understanding of uncertainty and the value of information in decision making.” This includes being able to:
* Understand how to reflect uncertainty in information assessments.
* Understand when additional information will add value in a cost-efficient manner.
* Recognize that biases and human behaviour can impact decisions.
 |
| --- |

***On the following page(s) please add details of relevant education, training courses and practical experience to match the above criteria. The expectation is the application is not more than 3 pages including the criteria.***

**Education and / or training courses**

| *Please list relevant education and training courses, including by whom the course was offered…* |
| --- |

**Practical experience**

| *Please describe relevant practical experience around framing & structuring, decision analysis / modelling and information gathering / value assessments…* |
| --- |

**Reference for practical experience (if referencing practical experience):**

| Name:  | Company: |
| --- | --- |
| Email address: |