International Institute of Municipal Clerks

Cornell’s Institute is approved by the International Institute of Municipal Clerks (IIMC). Founded in 1947, IIMC is the leading professional nonprofit association of Municipal Clerks and officials from cities and towns around the world.

To receive Certified Municipal Clerk (CMC) or Master Municipal Clerk (MMC) Designation through Cornell’s Municipal Clerks Institute, Clerks must fulfill a two year IIMC membership requirement, fulfill the designation requirements and must sustain membership in order to maintain the designation. Information about applying for IIMC membership and designation requirements can be found at IIMC’s website: http://www.iimc.com

“Every year I think this was the “best” one and every year it gets better, now it’s my last one and I wish there was more because the benefits of the years have brought me to a more confident, empowered place.”

Anonymous from 2014 Evaluations

Cornell Municipal Clerks Institute
July 12 - 16, 2015

Robin Blakely-Armitage, Institute Director
Susan Barry Smith, Institute Coordinator

Cornell University
240K Warren Hall
Ithaca, NY 14853

Phone: 607-255-9510
Fax: 607-254-2896
E-mail: st237@cornell.edu
The Cornell Municipal Clerks Institute is a premium educational opportunity provided by a partnership among several professional clerk associations, including the City and Village Clerks, Town Clerks, and Clerks of County Legislative Boards Associations of the State of New York and Cornell University’s Community and Regional Development Institute.

Instructors
Cornell University faculty, faculty from other New York universities, as well as professionals within the Cornell community serve the Certified Municipal Clerks and Master Clerks Programs.

Facilities
The Institute is held at the ILR Conference Center on Cornell University’s campus. We want you to be comfortable, so please feel free to dress casually, and be sure to bring walking shoes so you may enjoy the area. Overnight accommodations are provided in air conditioned, single occupancy (unless otherwise requested) dorm rooms.

Teaching Format
Small classroom lectures, hands-on computer labs, group activities, self-evaluations, and informal discussions are all used during these trainings.

Audience
City, town, and village clerks, deputy clerks, and clerks of county legislative boards seeking professional certification (CMC or MMC) through the International Municipal Clerks Institute, or those who are simply interested in a unique and strong professional development opportunity. Other municipal officials who seek professional development/continuing education opportunities are also welcomed to participate.

What to Expect
The program runs from Sunday afternoon through Thursday morning with an optional class offered Thursday afternoon. A reception is held on Wednesday evening to honor the graduating class. Agendas, homework assignments and more details are sent prior to the Institute.

Scholarship Information
Please contact your association for more information about scholarships. CMCI does not directly provide scholarship assistance. However we do post information on scholarships we are aware of on our website:  http://cardi.cals.cornell.edu/training/cmci/scholarships

Registration Information
Registration is scheduled to open early April 2015.

Registration Fees
Full Registration (all materials, meals, a banquet and lodging): $850.
Commuter rate (including all of the above except lodging): $480.
Banquet only: $65

For more Information:
Keep checking CMCI’s website for more information.
http://cardi.cals.cornell.edu/training/cmci