

Frequently Asked Questions



Individual Certification

1. Are there any pre-requisites to the individual certification program?

AMBASSADOR: There are no pre-requisites. It is suitable for anyone who would like to support a healthy high performing culture in their workplace.

PRACTITIONER: It requires successful completion of the ambassador level. It also requires:

- Related university degree and 3 years of experience OR
- Related post-graduate diploma and 4 years of experience OR
- 5 years or more of related experience AND
- Evidence of accomplishments, projects led and/or changes implemented

EXPERT: Requires successful completion of the practitioner level and extensive experience and/or education.

- Related master's level degree and 5 years of experience OR
- Related university degree and 8 years of experience OR
- 10 years or more of related experience AND
- Written statement and interview demonstrating formal &/or informal relevant experience with examples of impact

2. Who should take the certification and what are the requirements?

AMBASSADOR: This level is for leadership, champions, ambassadors, and anyone who wishes to influence a healthy, high performing work culture.

This level provides learning, assessment and validation for the knowledge and skill required to build a healthy, high performing work culture. It contains six units including Foundational Workplace Health and Performance Knowledge, Assessment, Inspiration, Engagement & Integration, Integrated Planning, Implementation and Evaluation & Improvement. The six units have 46 competencies attached to them. They contain all the tools you need to develop, implement, and evaluate a health and performance strategy to create a thriving culture.

PRACTITIONER: This level is for full-time workplace wellness/health & performance practitioners.

This level requires more practical experience and skill in developing workplace health and wellness strategies. There are six additional units that require evidence of more in-depth skill and experience on topics related to workplace health promotion, leadership, culture, change, communication, inclusion, trust, and strategic program management.

Frequently Asked Questions

EXPERT: This level is for consultants who work with multiple organizations. There is one additional unit that requires you to submit significant evidence of your skill and experience. You are also required to submit a written essay.

3. What are the fees?

Below is a summary of fees for both individual and workplace certification. Note, you are required to be a member of Wellness Works Canada in good standing to pursue each level, which build on each other.

LEVEL	FEE
Ambassador	\$897
Practitioner (includes the ambassador fee)	\$1597
Expert	\$197

4. How am I marked?

The certification program uses a tool called VALID-8. This tool is an evidence capture, assessment and learning system. You will be assigned an assessor to guide you through the process, provide feedback on any evidence you upload and encourage critical thinking. Every piece of evidence uploaded (via text, document, video, etc.) is reviewed and marked as sufficient or insufficient. If insufficient, you may revise your answer or upload new evidence. Feedback is given at the end of every week.

5. How long does it take to obtain each level?

It depends on the amount of experience you have but it ranges from 60-120 hours for the Ambassador (ten to twenty hours per week) for six weeks and an additional 80-140 hours (twelve to twenty five hours per week) for seven weeks for the practitioner level. The program is self-paced and asynchronous, but you can do now more than one unit per week so that you can get feedback from your assessor before moving on. Once you are registered, you have a full year to complete each level.

6. How do I maintain an individual workplace health and performance certification?

The ambassador level requires four continuing education credit (CEC's) hours per year and the practitioner and expert level require 18 credits per year. These credits may be obtained from any Wellness Works Canada webinar, event or community of practice sessions. They may also be obtained from a variety of other HR and OHS partners. Simply send us a copy of the education you are pursuing to info@wellnessworkscanada.ca to confirm eligibility.

Frequently Asked Questions

7. Are there networking opportunities?

Yes, candidates meet for weekly optional reflection meetings as well as monthly networking meetings with the larger membership. Bring your questions, reflections, and challenges to be discussed.

8. How does the online forum work?

Throughout the program, you have the opportunity to learn from other candidates through both the networking meetings and the online forum. The online forum is a password protected place on the Wellness Works Canada resource site that provides an opportunity to post a profile, share your critical reflections, ask questions and share insights.

9. Do I have to start with a paced cohort group?

No. The program is asynchronous so you can start whenever you like while still having the opportunity to join the monthly networking meetings and network using the online forum. If you start with a paced cohort, you can also self-pace to accommodate anything that may prevent you from staying with the paced group. We walk the talk and encourage you to maintain a healthy balance between other demands and the accreditation program.

10. How does the program actually work?

You go onto an online asynchronous program and respond to applied questions that provide evidence of competency. You have access to documents and videos that you use to advance your learnings, however the responses are based on a combination of the information provided, coupled with your experience.