



MEMBERSHIP STANDARDS

AS A MEMBER IN GOOD STANDING OF CAREER DIRECTORS INTERNATIONAL, WE PLEDGE TO ENFORCE THE FOLLOWING ETHICAL PROFESSIONAL PRACTICES:

1. Be sensitive to client needs and compassionate in providing advice, products, and services in meeting the client's specific career goals.
2. Maintain strict confidentiality with every client, revealing information only upon written authorization by the client, unless information represents a threat to the public or the client.
3. Furnish clients with professional products and services that will enhance their abilities to achieve their career goals and objectives within the realm of member expertise and availability regardless of client ethnic origin, physical disability, religion, or gender identification.
4. Stay abreast of new and emerging trends, formats, styles, and techniques in career development, resume writing, employment, and economic trends to better satisfy client career objectives.
5. Comply with all legal obligations in providing and delivering professional services in a timely manner.
6. Provide accurate and true information regarding qualifications, degrees, and certifications.
7. Be cognizant that **CDI** member contact with the public portrays the image of the association and reflects on the career development, resume writing, and employment service industries.
8. Deliver the services and products promised to the client and be truthful in guiding, advising and coaching clients in all aspects of the career development, resume writing, and employment industries.
9. Be actively responsive in outreach by providing professional advice and information pertaining to the career development, resume writing, and employment fields.
10. Emphasize the professional spirit of **CDI** by encouraging dialogue and positive relations among members, and members of like-minded associations.
11. Abide by the policies, rules, requirements, and procedures of **CDI**, and will not knowingly engage or assist in any activities intended to comprise the integrity, reputation, property, and/or legal rights of the association.
12. Represent information to **CDI** accurately, completely, and truthfully.

Signature

Date