



The Best Certifications for Records Managers

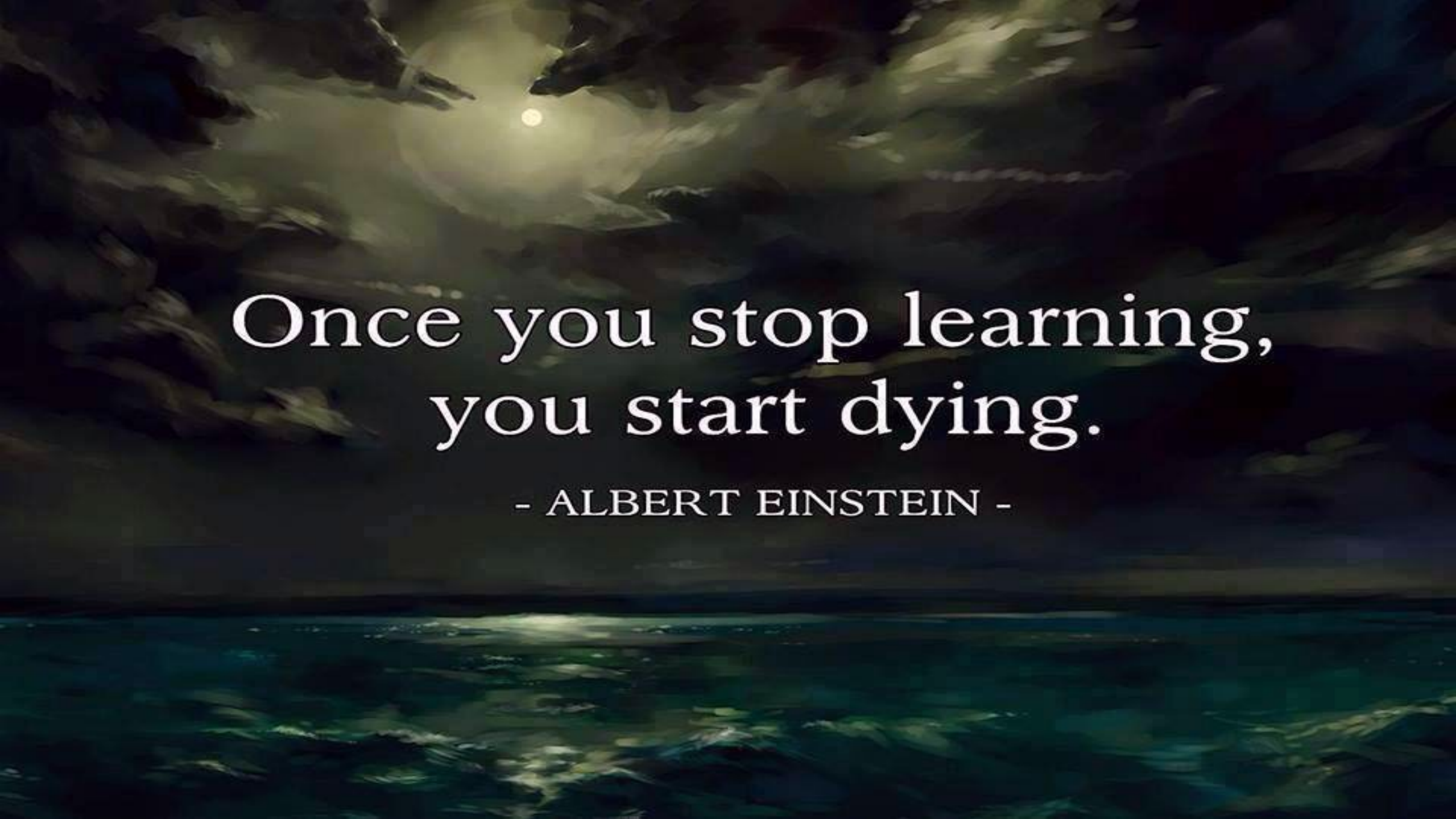
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Athro
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Once you stop learning,
you start dying.

- ALBERT EINSTEIN -



Jay Samit, Author

“

**LIFELONG LEARNING
IS NO LONGER A
LUXURY, BUT A
NECESSITY FOR
EMPLOYMENT.**

”

Agenda

- **The Value of Certifications**
- RIM and RIM-Adjacent Certifications
- How to Select the Right Certification for YOU!





Certifications

Formal designations

Generally require a formal assessment and ongoing maintenance

Should be updated regularly



Certificates

Less formal; may not include a designation at all

Generally include learning and an assessment of that content

Do not require ongoing maintenance, but should still be updated regularly

The Value of Certifications - To You

- They validate your knowledge as measured by independent assessment.
- Certified people tend to be paid more.
- Certification makes job candidates stand out.
- Certified people tend to get promoted - or promoted faster.
- Certification enhances credibility.
- Certification increases confidence.

The Value of Certifications – To Your Organization



They demonstrate a commitment to staying up to date on industry changes.



They demonstrate at least a basic foundation of knowledge.



They show a commitment to the industry.



They reflect industry best practices.

The Value of Certifications – To Your Organization



They are recognized by partners, clients, and peer organizations.



Partner programs or clients may require them.

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The Certifications

- RIM-Ish
 - RIM-Adjacent
 - Others
-
- Adjacent and others are hidden; lots of additional info in the handout.

The RIM-ish Certifications

- Certified Records Manager – ICRM
- Certified Records Analyst – ICRM
- Information Governance Professional – ARMA
- Certified Information Governance Officer – CIGOA

The CRM and CRA



Certified Records Analyst

- Part 2: Records and Information: Creation and Use
- Part 3: Records Systems, Storage and Retrieval
- Part 4: Records Appraisal, Protection, Retention, and Disposition

Certified Records Manager

- Parts 2, 3, and 4, plus
- Part 1: Management Principles and the RIM Program
- Part 5: Technology
- Part 6: Business Cases (case studies)

Image source: ICRM

The IGP



Information Governance Implementation Model 2.0

Image source: ARMA

The CIGO and IGA



- Information Governance
- Data Privacy
- eDiscovery
- Information Risk Management
- Data Governance
- Data Protection
- Cybersecurity
- Analytics
- Content Services
- Infonomics
- Digital Preservation

Image source: CIGOA

The RIM-Adjacent Certifications

- CIPP, CIPM, CIPT – IAPP
- PMP (and several others) – Project Management Institute
- CEDS – ACEDS
- CISM – ISACA
 - 470+ information security-related certifications – see, e.g., <https://pauljerimy.com/security-certification-roadmap/>
- CCMP - ACMP

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- The Value of Certifications
- RIM and RIM-Adjacent Certifications
- **How to Select the Right Certification for YOU!**





Success begins with figuring out what you want, then making the choices that will get you there.

Shellye Archambeau
Former CEO, MetricStream
AIIM21 Keynote

The Best Certification for YOU...

- Depends!
 - Where are you in your career?
 - Where you want to go in your career?
 - Are you ready to change careers?
- **What you want to do for the next 5-10-20+ years?**



Consider the Costs

- The cost to take the exam(s)
 - The time to prepare for the exam(s)
- The cost to maintain/renew the certification(s)
 - The cost to get the CEUs to maintain the certification(s)
 - The time required to get the CEUs

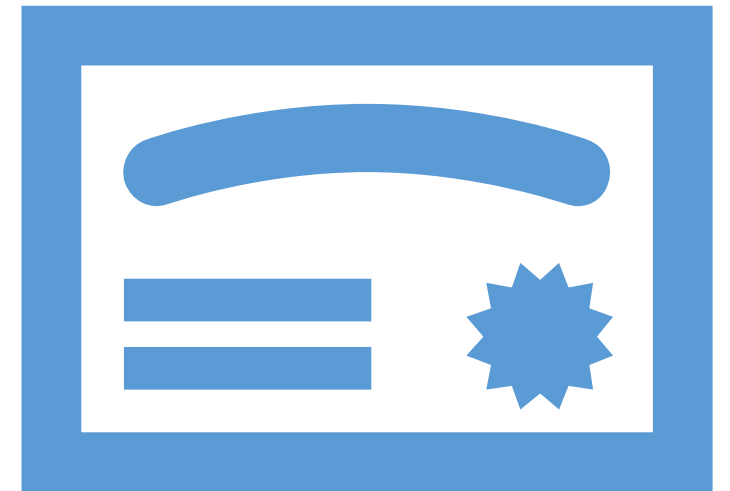


Consider a Professional Development Plan

Domain	Structured Learning	Unstructured Learning	Coaching/ Mentoring	OJT / Experiential
	Degree programs Training programs Certifications Certificates	Conferences Books & publications Standards Social media MOOCs Lunch & learns	Formal or informal (More effective with more structure)	OJT: As directed, with/instead of coaching or mentoring Experiential: Just Do It! TM
Sector/Industry competencies (e.g. energy, legal, government)				
IM process competencies (e.g. RM, BA)				
IM tech competencies (e.g. metadata, flowcharts)				
Professional/soft skills competencies (proj mgmt., change mgmt.)				

Conclusion

- There are tons of certifications out there
- The right one(s) depends on you!
- Consider the costs and perception in the marketplace





Questions?

Thank you!



For More Information

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