

## **2018 FEA Education Support Professional of the Year Award**

### **Nomination Procedure**

- Purpose:** The 2018 ESP of the Year Award recognizes the contributions of Education Support Professionals to their schools, communities, and their profession.
- Award:** The awardee will receive **\$200** and a **restaurant gift certificate**.
- Eligibility:** All current Education Support Professional members who have been members for **three years** as of September 2017, are eligible.
- Deadline:** All nominations must be received by FEA no later than **noon on Friday, January 5, 2018**.
- Nomination Packet:** All pages must be typed (or printed) and each page numbered.

**Nomination Form** – *to be completed by nominator*

**Nomination letter**- *to be completed by the nominator*

Answer each of the questions listed under the five criteria below. Cite as many specific examples as possible. Limit your letter to five pages, double spaced.

- 1) **Professional Practice:** Describe the worksite responsibilities and personal achievements the nominee has made in his/her classification or field. How has the nominee demonstrated leadership, creativity, and innovation at the worksite? How has the nominee's professional growth made a difference for the school, the students, and community?
- 2) **Advocacy and Association Involvement:** In what ways does the nominee serve as an advocate in the day to day educational process, for members, for the profession, and for public education? How has the nominee's involvement in the association contributed to his/her success as a professional? How would the nominee persuade a new colleague to join or become more active in the association?
- 3) **Community Engagement:** Specify in detail how the nominee has been involved in promoting public education in the community. In what ways is the nominee involved in community activities/projects?
- 4) **Personal Achievement:** How has involvement in the association and community activities enabled the nominee to meet his/her personal goals? What advice would the nominee give to someone entering the profession?
- 5) **Enhancement of ESP Image:** Describe in detail how the nominee's activities have enhanced the image of Education Support Professionals at the worksite, in the association, and in the community.

**Submit nomination:** Send completed nomination packet to Bertie Hamilton at the FEA office.

**Questions:** If you have questions, please contact Bertie Hamilton. He can be reached by phone at 703-352-7300 or email at [bhamilton@fairfaxe.org](mailto:bhamilton@fairfaxe.org).