



2007 Kentucky Employee Choice Award

Award Nomination Form

**Sponsored By:
Kentucky Association of
Conservation District Employees**

THE SPONSOR: The Kentucky Association of Conservation District Employees (KACDE) was formed in 1995. KACDE is a not-for-profit organization whose primary function is to help develop, promote, and strengthen conservation districts and their programs in the state of Kentucky by providing assistance, information, and representation and by supporting the professionalism of conservation district employees. KACDE represents more than 250 conservation district employees statewide.

PURPOSE OF THE AWARDS PROGRAM: The Employee Choice Award is presented annually to recognize dedication, leadership and professionalism of the employees behind Kentucky's conservation district programs. The program began in 1998.

ELIGIBILITY: All nominees must have been employed for three (3) years at the time the nomination is submitted to the KACDE organization. In order to recognize as many people as possible, KACDE recommends that past winners of the employee choice award should not be resubmitted to the state level. Applications that have been submitted in the past, and were not winners, may be resubmitted.

NOMINATION PROCESS: Nominations may be submitted by conservation district employees, conservation district employee associations, conservation district boards, state conservation agencies, NRCS employees, and other associated conservation professionals. All material submitted becomes property of KACDE. Decisions of evaluating committee are final and not subject to appeal. Past state winners are ineligible.

NOMINATION DEADLINE: Submit all nominations to: **Wanda Gilbert, Awards Committee Chair, 206 North Main St., Burkesville, KY 42717-8951 by August 15, 2007.** The employee choice award winner will be notified by September 1, 2007.

PRESENTATION OF THE AWARD: The 2007 state award winner will receive a plaque and \$100 cash award to be presented at the annual KACDE Convention in Jabez, Kentucky, September 18 – 20, 2007. The winner will be encouraged to attend, but is NOT required to be present to accept their award.

NOTE TO AWARDS COMMITTEE: The Chair should review all applications to ensure eligibility criteria are met. The Chair shall only provide pages 3, 4, and 5 of the nomination form to the awards committee members. The Chair shall assign a code number to each nomination form, which is to be placed on each page seen by the committee. The goal is to eliminate gender, position, and geographic bias, any such reference in the narrative should be marked out by the Chair. For a complete list of the 2007 Awards Committee members visit the KACDE website: www.kacde.org

Awards Committee Code _____

ENTRY INFORMATION:

Name of Nominee: _____ Entry Date: _____

Nominee's Job Title: _____ Years in Position: _____

SWCD Name and Address: _____

_____ Phone: _____

Name and Address of Nominator: _____

Phone: _____ E-mail: _____

Association of Nominator to Nominee: _____

SCORING CRITERIA: Nominees will be judged on contribution to professionalism, strengthening and development, initiative, innovation and resourcefulness, and overall dedication and leadership in natural resource conservation as a district employee with the following scale:

- 20 % - District Level**
- 40 % - State Level**
- 10 % - Regional Level**
- 10 % - National Level**
- 20 % - Community Service**

COMPLETING THE FORM: Type-written, double-spaced entries are preferred. In addition to pages 3 – 5, entries may also include one additional page, which specifically addresses questions 1 – 4 of the nomination form. Questions 1 – 5 should be answered clearly, concisely and to the point.

Awards Committee Code _____

1. **Please site why the applicant deserves recognition from work applied at the DISTRICT level.** *(Please refer to the individual as “applicant” or “nominee” not by their name or he/she. Please do not use specific area or county names.)*

2. **Please explain how the applicant has excelled at the STATE level.** *(Please refer to the individual as “applicant” or “nominee” not by their name or he/she. Please do not use specific area or county names.)*

Awards Committee Code _____

3. **How has the nominee excelled at the REGIONAL level?** *(Please refer to the individual as “applicant” or “nominee” not by their name or he/she. Please do not use specific area or county names.)*

4. **Outline the nominee’s involvement at the NATIONAL level.** *(Please refer to the individual as “applicant” or “nominee” not by their name or he/she. Please do not use specific area or county names.)*

Awards Committee Code _____

5. **Please outline nominee's INVOLVEMENT IN THE COMMUNITY in which he or she lives?**
*(Please refer to the individual as "applicant" or "nominee" not by their name or he/she.
Please do not use specific area or county names.)*