John W. Curtis Chapter Service Award Supporting Data Form

Deadline: January 31, Annually

Please complete the requirements listed below limiting submittal to twenty (20) pages. Include at least one original color photograph (head shot) of the nominee with your submittal.

If applicable, indicate the population served by candidate's agency/ organization:

_____

CANDIDATE

_____

TITLE

_____

AGENCY/ORGANIZATION

Please indicate the category under which the candidate's agency/organization falls:

□ Municipality

□ County/Special District

□ State/Federal/Military

□ Private Sector

PLEASE ADDRESS EACH OF THE FOLLOWING AREAS IN YOUR SUPPORTING DOCUMENTATION ADHERING TO THE SEQUENCE BELOW WHEN POSSIBLE.

Employment Record: Briefly list all employment positions, dates of each position and description of responsibilities. Begin with current employment and include consulting work.

Job-Related Technical and Managerial Accomplishments: Describe all major achievements and accomplishments. State specific role in each. Include innovations in technical and/or managerial fields. NOTE: This section weighs most heavily in the judging process.

Initial and Lifelong Education: Include colleges and universities attended, dates of attendance, majors, and degree received. List attendance at professional institutes and on-the-job training.

Publications and/or Presentations: List any published articles and/or papers delivered at professional meetings.

Professional Involvement: List organizations, activities, offices held.

Community Service: List organizations, activities, offices held.

Awards: List Educational, professional and civic awards. Include recognition for public service.

These materials should be sent to jbarlas@baxterwoodman.com. Original submittal should include nomination form and supporting documentation. Letters of recommendation will be accepted providing each letter cites specific examples of professional involvement with the nominee. Letters will not be accepted after nomination deadline.