



Official Nomination Application for the Region 1
Professional of the Year Award – 2019/2020

Name of Nominee

Phone

E-mail

IRWA Member #

Chapter

of years as an IRWA Member

List additional IRWA or Relevant Credentials (Educational or Professional)

Employer

Position & Duties (Indicate years in present position)

The Nominee's has reviewed and confirms accuracy of the data included in this nomination form.

Signature

Date

Individual submitting the nomination

Printed Name & Signature

Date

Instructions for completing the nomination form for IRWA Regional Professional of the Year Award

The Chapter Executive Board, Chapter Nominations & Awards Committee Chair, or Chapter member (in good standing) may complete the nomination form, and ask the nominee to review the form content for accuracy and completeness before signing.

On Behalf of the Chapter, the Chapter President or other member of the Chapter's Executive Board or their delegate, so long as they are a member of the Chapter in good standing, should prepare a "Nomination Letter" detailing the contributions and accomplishments of the prospective award Nominee. More than one letter per Nominee is acceptable.

The completed Nomination Form and letter(s) (collectively the "Nomination Packet") shall be delivered to the Chair of the Region, by email or mail. Chair will respond via email to confirm it was received.

The Deadline for submission of the completed documentation is three (3) weeks prior to the Regional Spring Forum. Region 1 Chair, Vice Chair and Secretary/Treasurer shall review and choose the award's recipient from timely and complete Nomination Packets received. The award presentation will be held at the Regional Spring Forum.

Activities of the consecutive five-year period leading up to the nomination related to the following "Categories for Consideration" are to be noted in the Nomination Letter. The list below is meant to be a guide in what information about the Nominee should be included in the letter(s) and not an exhaustive list. The Nominee need not have participation in all of the categories listed, in order for consideration of an award.

All Offices & Committees Served

- Chapter Offices (positions and dates served)
- Chapter Committees (committee names and duties)
- Region or International Level Offices (positions and dates served)

Chapter Support

- Assignments or Projects (specify duration and task performed)
- General description of Chapter meeting attendance
- Efforts to promote membership and support new members

Educational Courses and Activities

- IRWA Courses Completed (Course name or number)
- IRWA Course Coordinated or Instructed (Course name or number)

Contributions to the Right of Way Profession

- Special Projects within IRWA (list titles, duties/responsibilities: includes regional seminar/program and forum participation)
- Special Recognition from Employer
- Special R/W Related Project(s) outside IRWA
- Other Membership, Volunteer Efforts & Participation

For additional information, please refer to the Chair or Vice-Chair of your Region or contact your International Nominations and Elections Committee (INEC) Regional Representative.