



*NOMINATION PROCESS
FOR
2016 VOLUNTEER OF
THE YEAR*

SELECTION CRITERIA

All citizens of Consort and area are eligible with the exception of any current member of Council of Staff of the Village of Consort.

Nominees shall:

- ✦ Have exemplified above average volunteer dedication to the Consort community;
- ✦ Have provided volunteer service for a minimum of three years (not necessarily with the same volunteer organization);
- ✦ Have not received any remuneration for the volunteer activity for which the award is being proposed or;
- ✦ Have voluntarily performed duties related to their paid employment significantly beyond what is commitment to the community exceeded the normal requirements of their paid employment;
- ✦ Have signed a form agreeing to stand for nomination and have signed the necessary waivers stating that, if chosen as finalists; they are willing to have their names published and information related to the nomination made public;
- ✦ Have agreed to participate in events and publicity related to the Volunteer of the Year.

Please note that the Village of Consort will archive the nomination packages of the finalists with a copy to nominator and finalists.

Re-submissions of finalists will not normally be accepted in consecutive years. Nominees who are not officially recognized finalists may be re-nominated.

PREPARING YOUR NOMINATION SUBMISSION

Note the deadline is **December 23rd, 2016 at NOON.**

To indicate interest in the nomination process, please contact the Village office at 403-577-3623. Nominations information and forms can be downloaded from the website or picked up at the Village office.

MAIL OR DROP OFF YOUR SUBMISSION TO:

**Volunteer of the Year
Village of Consort
Box 490
Consort, AB T0C 1B0**



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We hereby nominate:

Name:	
Address:	
Telephone:	
Email:	
Sponsor 1	Sponsor 2
Name:	Name:
Address:	Address:
Postal:	Postal:
Phone:	Phone:
Email:	Email:

NOMINATION CHECKLIST

- ✚ Ensure candidate meets Nomination Criteria
- ✚ **PREPARE WRITTEN SUBMISSIONS BY DECEMBER 23rd, 2016 AT NOON**
 Include:
 - ✚ Letter of nomination;
 - ✚ Documentation of volunteer service, length of time serving the community, value of service to the community, impact of contribution, breadth and quality of impact of service given;
 - ✚ Documentation of visibility in the community: how widely known in the community is the nominee for his/her volunteerism?
 - ✚ Support for Nomination: type of support given, groups/individuals supporting nomination, third party support, documentation (clippings, letters of support, photographs, etc.)
 - ✚ Waiver from nominee: re: Nomination and Publicity Agreement,





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NOMINATION AND PUBLICITY AGREEMENT

I agree to stand as a nominee for the Village of Consort Volunteer of the Year for _____ (insert year).

I agree to have my name published as a nominee/finalist and agree to have information related to the nomination made public. I am aware the nomination package will be archived and made available to the public.

I am prepared to participate in events and publicity related to the Volunteer of the Year.

NAME OF NOMINEE: _____ (Please print)

SIGNATURE OF NOMINEE: _____

DATE: _____