



2017 AWARDS
NEW EXECUTIVE OF THE YEAR
SHELIA LEE EXECUTIVE OF THE YEAR
OUTSTANDING CHAMBER STAFF OF THE YEAR
HALL OF FAME

2017 Annual Awards Selection Timeline

- **September 15, 2017**Deadline for Nominations from Membership and Board of Directors
- **October 6, 2017**Deadline for Personal Data Form/Application from Nominees
- **Wk of October 9, 2017**...Committee to Review Nominations & Select Winners
- **November 2, 2017**.....Awards Presentation at Awards Ceremony at Annual Conference

CRITERIA FOR CONSIDERATION

Awards will not be decided by a point system; however, please keep in mind that the following information is relevant for consideration of each applicant: participation in OCCE programs, list of professional accomplishments, IOM, CCE, CAE, designations, or any other designations that you currently have or that you have set goals to achieve.

NEW EXECUTIVE OF THE YEAR AWARD

Criteria used by committee to determine recipient:

1. Employment – **three years or less** in chamber profession as the chief paid executive or member of executive staff.
2. Completion of application form and all other supporting documentation as requested on application. All documentation must be attached and completed by the deadline. Self-nominations accepted.
3. One page about involvement in management staff issues, community and leadership abilities, etc.

SHELIA LEE EXECUTIVE OF THE YEAR AWARD

Criteria used by committee to determine recipient:

1. Employment – **three years** or more in chamber profession as the chief paid executive or member of executive staff.
2. Completion of application form and all other supporting documentation as requested on application. All documentation must be attached and completed by the deadline. Self-nominations accepted.
3. One page about involvement in management staff issues, community and leadership abilities, etc.

OUTSTANDING CHAMBER STAFF AWARD

Criteria used by committee to determine recipient:

1. Employment – **one year** or more in chamber profession.
2. Completion of application form and all other supporting documentation as requested on application. All documentation must be attached and completed by the deadline. Self-nominations accepted.
3. One page about involvement in management staff issues, community and leadership abilities, etc.

HALL OF FAME AWARD

Criteria used by committee to determine recipient:

1. Must be currently employed in the profession or retired from the profession (**25 + years** paid service).
2. Applicant statement – statement from the applicant explaining reasons for applying, accomplishments in their organization during their tenure, career objectives and future goals. Self nominations accepted.
3. Supporting documents – examples: articles, letters of support from board, staff & community, personal resume.
4. One page about involvement in management staff issues, community and leadership abilities, etc.