

ADULT EDUCATOR OF THE YEAR

Presented by
WEST VIRGINIA ADULT EDUCATION ASSOCIATION, INC.

AWARD GUIDELINES

Nominations are being accepted by the WVAEA Awards Committee for the annual presentation of the **Adult Educator of the Year Award**. The award selection will be based upon the following guidelines:

1. Nominee should support the philosophy behind adult education and demonstrate outstanding contributions to adult education in West Virginia.
2. Nominee must have been gainfully employed in a West Virginia adult education program a minimum of three years.
3. Part-time and/or full-time instructional personnel are eligible for this award.
4. Nominee must have exhibited efforts toward the development, improvement, promotion, and progress of adult education in the state of West Virginia.
5. Nominee should be an active, professional member of the West Virginia Adult Education Association, West Virginia Vocational Association, and/or other professional association.

PROCEDURES FOR NOMINATING CANDIDATES

Nominations to be considered by the Awards Committee must be postmarked **on or before September 15, 2011**. You may copy this form if additional application blanks are needed.

The Awards Committee will consider all nominations and make the final selection.

The Awards Committee reserves the right not to make an award if, in the judgment of the Committee, no worthy candidates are nominated.

All information must be typed on the nomination form. Hand-written information on the nomination form will not be accepted.

****NOTE: New guidelines stipulate that the person who is submitting an award nomination must notify the nominee's direct supervisor/administrator/teacher/tutor of the nomination. The award nomination will not be considered without the nominee's immediate supervisor being notified of the nomination.**

APPLICATION
ADULT EDUCATOR OF THE YEAR

NAME: _____

ADDRESS: _____

BUSINESS ADDRESS: _____

PHONE NUMBER: _____

NUMBER OF YEARS WITH ADULT EDUCATION IN WEST VIRGINIA: _____

POTITION TITLE: _____

WHERE: _____

MEMBERSHIP PROFESSIONAL ORGANIZATION (check all that apply):

_____ WVAEA _____ WVVA _____ CEA/WV

_____ OTHER (specify): _____

LIST OUTSTANDING CONTRIBUTIONS IN ADULT EDUCATION BY THE NOMINEE:

OTHER PERTINENT INFORMATION: _____

PLEASE SUMMARIZE THE REASONS WHY YOU THINK THIS NOMINEE SHOULD BE SELECTED AS THE ADULT EDUCATOR OF THE YEAR (250 word limit): _____

(If more space is needed, please use another sheet of paper.)

****I VERIFY THAT THIS NOMINEE'S SUPERVISOR HAS BEEN NOTIFIED THAT THIS NOMINEE HAS BEEN NOMINATED FOR THE ADULT EDUCATOR OF THE YEAR AWARD.**

_____ YES _____ NO

SPONSORED AND SUBMITTED BY:

INDIVIDUAL

ADDRESS

PHONE

DATE SUBMITTED: _____ (**ON OR BEFORE SEPTEMBER 15, 2011**)

PLEASE RETURN THIS FORM TO:

JOHNNIE HAMILTON
COORDINATOR OF ADULT EDUCATION
MTEC
1000 MISSISSIPPI STREET
MORGANTOWN, WV 26501

JHAMILTO@ACCESS.K12.WV.US