2017 Distinguished Service Award
Nomination Form

SECTION 1: Who Is Being Nominated for the Distinguished Service Award?
Nominee name: ________________________________________________________________
Street address: _______________________________________________________________
City: __________________________ State: ________________________________
Zip/Postal Code: __________________________ Country: __________________________
Telephone: __________________________ Fax: ________________________________
E-mail: __________________________
Nominee is an MTCMA member: ☐ YES ☐ NO
Date nominee retired or is retiring from profession: __________________________

SECTION 2: Who Should Be Contacted Regarding the Nomination?
If your nominee is selected as the recipient for this year's award, you will be contacted to assist in the confidential planning of the awards ceremony.
Nominee name: ________________________________________________________________
Telephone: __________________________
E-mail: __________________________

All nominations must be received or postmarked by June 30, 2017.
SECTION 3: Descriptive Narrative

a. Description of nominee’s career (positions held):

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

b. Honors, awards, other recognition:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

c. Leadership in regional, state, and national management associations:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

d. Pattern or examples of support to peers, colleagues, and young people entering the profession as a mentor, counselor, or “sage”:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

e. Examples of innovative programs developed by the nominee and how these were shared with others through writing, conference sessions, peer assistance programs:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

f. Teaching, lecturing, and/or supervising of interns through an undergraduate or graduate public administration program over an extended period of time:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

g. Special area(s) of expertise that the candidate has developed and how it has been demonstrated and recognized by the candidate’s communities and by peers:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________
2017 Distinguished Service Award Instructions

BACKGROUND

The MTCMA Distinguished Service Award is given to an assistant manager or manager who has made an outstanding contribution to the management profession and local government. The award is not only given to recognize years of service in local government. Rather, it recognizes a manager whose service in his or her community or communities has been judged by peers as strong or exceptional, and who has made major contributions beyond direct service to local government.

Specific career activities to be considered include:

- A consistent pattern of leadership in municipal, county, regional, state, and national management associations.
- A pattern of support to peers, colleagues, and young people entering the profession as a mentor, counselor, or “sage”.
- A history of developing and implementing innovative programs and sharing and disseminating these through writing, participation on conference sessions, or direct assistance through a one-on-one peer assistance program.
- Teaching, lecturing, and/or supervising of interns through an undergraduate or graduate public administration program over an extended period of time.
- Development of a special area of expertise that has been exhibited and recognized, both within the community and by peers.

In summary, the individual has to have made a lasting impact on the community and the profession.

ELIGIBILITY

- A nomination for the Distinguished Service Award may be made by any member of MTCMA, but self-nominations will not be accepted
- Nominees must be MTCMA members.

MAKING A NOMINATION

Complete Sections 1, 2, and 3 of the nomination form attached. Forward the nomination form and descriptive narrative to:

MTCMA
Attn: Distinguished Service Award
60 Community Drive
Augusta, ME 04330
Fax: (207) 624-0128
E-mail: agaudet@memun.org

Questions should be addressed to:
Alicia Gaudet, MTCMA Liaison
(207) 623-8428 ext. 2304

All nominations must be received or postmarked by June 30, 2017.