

The guidelines below were developed by District 20 to aid in the selection processes of Section, District and National Award recipients at their District Conference. This approach has proven to be very successful in streamlining the selection process at the Conference. Sections may also wish to adapt these guidelines to assist in their selection of candidates to be nominated for awards at their District Conferences.

Suggested Guidelines for Nominating and Selecting Section, District and National Awardees

1. At the annual District Conference, the District Director and/or District Awards Committee Chairman introduces the full slate of award opportunities available, and provides a brief explanation of the desired qualities a recipient should have for each award.
 2. District Conference attendees then look at each award to establish which Sections have potential recipients to propose - first Section, then District, and finally National. To truly understand each candidate's qualifications, the individual nominating a potential recipient provides the group with a thumbnail sketch of how that person meets the requirements for the award. Attendees are free to ask questions of the presenter.
 3. Presentations and selections are made in the order of Section, District, and National award.
 4. Conference attendees then establish – based on the presentations – where best to position a potential recipient. For example, a high school educator may have organized a Skills USA competition for half the state of Wyoming and the group feels that level of effort, although impactful at the Section level, is really the type of activity that warrants District level recognition. In a case such as this, the nominee is elevated from the Section Educator to District Educator Award. Also, it is important to be mindful that the number of potential recipients for some of the District and National awards are limited.
 5. In some cases a nominee, though a hard worker at the Section level, has not reached an appropriate level of contribution, or provided a sustaining contribution, deemed by the group to receive an award in the current year. Conference attendees do more than say NO - they recommend ways the individual can enhance his or her contributions so that they will be a candidate for next year's award.
 6. It is important to note that a complete nomination package must be submitted to the National Secretary, AWS Awards Committee, for all National level nominees.
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