

County Association Nomination Guidelines & County Nomination Form for NJEA ESP Person of the Year Award 2011

*** The NJEA statewide winner will receive: a specially designed “NJEA ESP of the Year” ring; a three-night/four-day trip to Orlando courtesy of *Radio Disney Philadelphia 640AM*; an engraved mantel clock; and will be NJEA’s nominee for the NEA ESP of the Year!**

NJEA will present the *ESP of the Year Award* to an NJEA member whose activities reflect the contributions of educational support professionals to public education. The purpose of the award is to recognize an individual who shows outstanding accomplishments in one or more of the following areas:

- 1** Involvement and activities in the association and how he or she has enhanced the image of educational support professionals.
- 2** Innovations to support the day-to-day education process.
- 3** Work responsibilities and professional achievements in his/her career classification or field.
- 4** Involvement in promoting public education in the community.
- 5** Enhancement of educational support professionals’ image in the association, worksite, and/or community.

Individuals must have been an NJEA member for three years as of Jan. 15 of the award year. Individuals must be nominated by their county association through the county association’s adopted procedures.

The county association will select one name, complete the nomination form, provide a nomination letter, one letter of support, and no more than two supporting documents and submit them to:

NJEA ESP Committee
PO Box 1211
Trenton, New Jersey 08607-1211

The information may also be sent by fax to (609) 599-1766. Deadline for nominations is [October 15, 2010](#). [Nominees will not be considered if they are sent from their local association and not through the county association as per the NJEA Delegate Assembly selection process. Only one nominee per county is accepted.](#)

Each county can submit one nominee through its ESP award system. A county award system is one developed by a county association that gathers nominations through local affiliates and selects one county-wide award recipient. Criteria for the county award are designed by the individual county and should not conflict with the state and national award’s criteria and purpose.

Application Process

Each nomination will be checked to ensure that it meets eligibility requirements. The NJEA ESP Committee will serve as the selection committee. The selection committee will not know any applicant’s personal identity, local or county, and will review applicants according to the criteria and purpose listed. The committee will forward the selected applications and recommendation to the NJEA president and/or Executive Committee.

** This award will be presented during the awards dinner at the annual NJEA ESP Conference.*

**County Nomination Form for
2011 NJEA Educational Support Professional of the Year Award**
County nomination forms must be received by 5 p.m. on Oct. 15, 2010.

**I hereby nominate the following person to receive the NJEA ESP Award
to be presented at the 2011 NJEA ESP Conference.**

Nominee: _____

Position*: _____ Local Assn: _____

Address: _____

City: _____ State: _____ Zip: _____

Home phone: (_____) _____ Work phone: (_____) _____

Cell phone: (_____) _____ Email: _____

PLEASE COMPLETE THIS FORM.

Also, provide a nomination statement (guidelines listed below – sample attached),
one letter of support, and no more than two supporting documents
that may assist in the evaluation of the nominee.

The individual signing this document must be a county president or county officer.

Please mail or fax before **Oct. 15, 2010**
to NJEA ESP Committee, PO Box 1211, Trenton, NJ 08607-1211
Fax# (609) 599-1766.

County Officer's name: _____

County Officer's signature: _____

County Association: _____

Contact for further information: _____

Home phone: (_____) _____ Work phone: (_____) _____

Cell phone: (_____) _____ Email: _____

ALL NOMINATIONS SUBMITTED TO COUNTY ASSOCIATIONS WILL BE EVALUATED BASED ON THE RESPONSES TO THE QUESTIONS ON THE NEXT PAGE.

* i.e. custodian/maintenance, driver, food service, guard, para-educator, secretary, security, etc.

PLEASE PROVIDE RESPONSES TO THESE QUESTIONS:

1. Describe the nominee's involvement and activities in the Association and how he/she has enhanced the image of ESPs.
2. What innovations has the nominee made to support the day-to-day educational process?
3. Describe the work-site responsibilities and professional achievements the nominee has made in his or her classification or field.
4. How has the nominee been involved in promoting public education in the community?
5. How has the nominee's activities enhanced the image of ESPs in his/her association, work site, and/or community?