



## Award Celebration Nominations

To successfully complete a nomination, please read this section carefully.

**Please submit one nomination form for each award nomination.**

**Step 1:** Complete Section 1 - Select an Award Category

**Step 2:** Complete Section 2 - Complete Nominee Information

**Step 3:** Complete Section 3 - Complete your contact information

**Step 4:** Complete the appropriate Nomination form and return completed nomination packet by Tuesday, February 28, 2017 to Nicole Bell, [nbell@mwse.org](mailto:nbell@mwse.org)

Questions: Please contact Nicole Bell, Communications Manager 517-937-5378 or [nbell@mwse.org](mailto:nbell@mwse.org)

### Nomination Category Description

#### Outstanding Job Training Participant

*This award recognizes individuals for outstanding success and achievement in workforce development programs. Nominees for the Outstanding Job Training Participant award have the determination and persistence that is necessary to overcome obstacles to reach their goals.*

#### Outstanding Workforce/Economic Development Program

*The Outstanding Workforce Development Program recognizes innovative programs and services which have yielded superior results and which significantly improve the workforce development system in the county.*

#### Outstanding Workforce/Economic Development Professional

*The Outstanding Workforce/Economic Development Professional Award recognizes an individual whose EXTENSIVE work history in the Workforce/Economic Development system has demonstrated excellence and commitment in the design, deliver, and/or administration of workforce and/or economic development programs in Hillsdale, Jackson, Lenawee, and/or Washtenaw Counties.*

#### Outstanding Service Award

*The Outstanding Service Award recognizes an individual, corporation, or agency that has demonstrated outstanding commitment and service to the county's workforce and economic development system through voluntary contributions of time, talent or resources.*



## Nomination Form

### Section 1:

I wish to nominate the following: *(Please submit one nomination form for each award nomination.)*

**Outstanding Job Training Participant:**

*Complete this page and questionnaire on page 3*

**Outstanding Workforce/Economic Development Program:**

*Complete this page and questionnaire on page 4*

**Outstanding Workforce/Economic Development Professional:**

*Complete this page and questionnaire on page 5*

**Outstanding Service Award:**

*Complete this page and questionnaire on page 6*

### Section 2:

Nominee's Name: \_\_\_\_\_

Workforce Development Program (if applicable): \_\_\_\_\_

Nominee's Address: \_\_\_\_\_

Nominee's Telephone: \_\_\_\_\_

Source of Nomination: \_\_\_\_\_

Please complete the appropriate questionnaire (see above), and **limit your response to one page**. The Review Team consists of the Executive Committee of the Michigan Works! Southeast Workforce Development Board. Reviewers will be asked to rate the response to each question on a scale of one to five, with 5 being well above average, and 1 being well below average.

### Section 3:

Who should be contacted to provide more information about this nomination?

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Agency/Company Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_



## Outstanding Job Training Participant

Please **answer all** of the questions about your nominee in the space below and consider the following definitions when responding:

*Success After Training* is the nominee's level of success in their job or career following participation in the program.

*Overcoming Barriers/Challenges* indicates the nominee's ability to overcome significant difficulties and challenges to achieve their personal goals.

1. Provide a brief overview of the nominee, including relevant biographical or personal data, career goals and plans, quotes from teachers, counselors, co-workers, supervisors, etc. and other information you feel would be helpful for the awards committee to know.
2. How did the nominee demonstrate **outstanding performance during** his/her **training** program?
3. What **success** has the individual **demonstrated** in his/her job or career **after training**?
4. What **significant barriers/challenges** did the nominee face to obtain this success?
5. How did the individual **overcome these barriers/challenges**?



## Outstanding Workforce/Economic Development Program

Please **answer all** of the questions about your nominee in the space below and consider the following definitions when responding:

**Uniqueness:** The program should demonstrate innovative approaches to workforce and/or economic development

**Significance:** The degree to which the program made a major impact in the lives of program participants and on the community.

**Results:** The consistency with which the program achieved or exceeded performance goals

**Commitment:** The time, energy, and effort of the program's administrators and staff to improving the quality of workforce development and/or economic development services in the community.

1. Provide a brief overview of the program, including history, scope of services provided, targeted customers, and add any other information you feel would be helpful for the awards committee to know.
2. What innovative approach to workforce / economic development has the program demonstrated?
3. Describe any **significant impact** the program made in the lives of the participants and on the community.
4. What performance goals/results did the program consistently achieve or exceed?
5. How did program administrators and staff demonstrate a commitment to improving the quality of workforce / economic development services available in the community?





## Outstanding Service Award

Please **answer all** of the questions about your nominee in the space below and consider the following definitions when responding:

**Quality:** Through **voluntary contributions** of time, talent, or resources the nominee significantly contributed to the success of workforce and/or economic development programs

**Impact:** The degree to which the nominee's contribution has changed or impacted workforce and/or economic development programs

**Commitment:** The effort devoted to workforce development and/or economic development programs through voluntary contributions of time, energy

1. Provide a brief overview of the nominee, including relevant biographical, historical, professional or personal data; quotes from colleagues, co-workers, supervisors, community leaders, etc., and any other information you believe would be helpful for the review committee.
2. What specific **voluntary contributions** of time, talent or resources has this individual, corporation or organization **consistently made** to the **workforce development system**?
3. How have the **voluntary contributions** of this individual, corporation or organization demonstrated a commitment to **improving the quality of workforce development services available** in the community?
4. To what degree have the **voluntary contributions** of this individual, corporation or organization **impacted workforce/economic development programs**?