This Guide is designed to help walk you through the nomination form for the AMAPCEO Lifetime Services Award. We recommend keeping it handy as you complete your form online.

2017 Call for Nominations

The Activist Recognition Committee is pleased to announce the launch of our fifth annual awards program to recognize activists’ contributions to AMAPCEO and its members.

The nomination period for the 2017 awards is now open. Nominations and supporting letters must be received by Friday, October 20 at 5 pm.

Any AMAPCEO member in good standing may nominate an activist or group that has demonstrated outstanding service in their individual or team role. Judging will be carried out by the members of the Activist Recognition Committee. Winner(s) will be announced and awards presented at this year’s Annual Delegates’ Conference.

Do you have questions about a nomination you would like to submit? Do you need advice on how to create an excellent award submission? Contact one of the Activist Recognition Ambassadors – they’re ready to help!

Lifetime Achievement Award Criteria

The Lifetime Achievement Award is presented to an AMAPCEO member who has distinguished herself or himself through a lifetime of contributions and dedication to the advancement of the Association.

The award honours a member who:

- Has ten or more years of experience as an activist;
- Is at, or near, retirement;
- Is leaving an AMAPCEO position; or
You wish to recognize posthumously.

Nomination Tips

- Nominations are due by Friday, October 20 at 5 pm.
- Please ensure that your submission accurately reflects the nominee's achievement and explains how it is outstanding in AMAPCEO.
- If you are nominating a retiring member for a Lifetime Achievement Award, please remember to check their retirement date in order to ensure that you do not miss the deadline. (For example, if the member is retiring before December 2017, you must meet the nomination deadline of October 20, 2017 in order for them to be included in this year’s nomination process).
- It’s a good idea to use the Nomination Guide, which includes all questions from the nomination form, to write your draft on your computer. You can then copy and paste your responses into the web form.
- You can save your nomination draft at any time by hitting the Save Draft button at the bottom of the form.
- Hitting your browser’s ‘back’ button will erase your unsaved progress. Consider printing off the nomination guide or copying it into a document on your computer so it can be referred to as you write your nomination.

Questions about the application process should be directed to Jason Wagar, Communications Officer at 416-595-9000 ext. 2748 or toll free at 1-888-262-7236, or via email to wagar@amapceo.on.ca.

Nomination Form

Nominator Info

Please provide your:
- First Name,
- Last Name,
- District,
- Work Address,
- Work City,
- Work Postal Code,
- Work Telephone Number, and
- Your Personal email address.

Nominee Info
Please provide the nominee's:

- First Name,
- Last Name,
- District,
- Work City,
- Work Address,
- Work Postal Code,
- Work Telephone Number,
- Personal email address, and
- Membership Status (OPS, BPS, OPS-Retired, or BPS-Retired).

Testimonial

The Selection Committee will use your written submission, combined with the strength of the submitted testimonial letters, to score nominations.

Please describe how the candidate:

- Participated in provincial working groups or other AMAPCEO working committees (i.e., someone who has written papers or made presentations to the employer or government related to AMAPCEO)
- Pioneered creative and unique opportunities that have been adopted across the organization, leading to measurable enhanced membership engagement
- Has been active as an AMAPCEO ambassador, exerting a positive influence over internal and or external stakeholders
- Has 10 years or more of service in one or more AMAPCEO activist role(s).

Please provide details and concrete examples in your response (1000-1500 words).

Why are you nominating this individual?

Additional Testimonials

To be considered by the Selection Committee, nominations must include at least two and no more than four additional testimonial letters.

Additional letters should seek to enhance the Selection Committee’s understanding of the nominee’s achievement(s). Letters may include, but are not limited to, thank you letters or letters from staff, managers, colleagues, stakeholders, or partners. They do not have to be AMAPCEO members.

These additional testimonial letters must be submitted online at: [https://amapceo.on.ca/forms/activist-award-testimonial](https://amapceo.on.ca/forms/activist-award-testimonial)
Finalize

Take the next step and submit your nomination!

The nomination form can be completed by clicking Submit below. Upon submission you will receive an automatic receipt to your personal email address.

Reminder: This application package will not be considered complete until all additional testimonial letters are submitted online (a minimum of two additional letters, to a maximum of four). Please click here for the testimonial letter form.

All materials must be submitted by Friday, October 20, 2017 at 5 pm to be considered for the 2017 Activist Awards.

Complete

Your submission has been received.

Thank you for taking the time to nominate an outstanding AMAPCEO activist!