

2011 MYRTLE EVERTT WOMAN OF THE YEAR AWARD

PRESENTED BY

**The Business & Professional Women's Club of Abbotsford
& The Business & Professional Women's Club of Mission**

The Myrtle Evertt Women of the Year Award was established in 1994 to recognize and honour local women for achievement in business or in a profession.

The Business & Professional Women's Clubs of Abbotsford and Mission is inviting community groups, women's organizations, businesses, and individuals to nominate someone you know who exemplifies an outstanding woman.

- All nominees must attend the Myrtle Evertt Award Women of the Year Banquet and Ceremony on May 11, 2011 where they will be honored for their contributions as positive role models.
- Three non-partisan judges will determine the recipients of the Myrtle Evertt Woman of the Year Award. One recipient from Abbotsford and one recipient from Mission will be announced on May 11, 2011.
- Information contained within the attached nomination form will be used to determine the recipients and be used for publication in any promotional material.

CRITERIA FOR NOMINATION

The criteria for nomination for the Myrtle Evertt Women of the Year Award are as follows:

- A resident of the District of Mission or the City of Abbotsford for a minimum of three years.
- A role model whose success will encourage other women to take on business and professional challenges.
- Makes a significant contribution in her place of employment, business or in the community.
- Demonstrates a balance in her commitments to employment, family, community and personal development.
- Has not previously been awarded the Myrtle Evertt Women of the Year Award.
- Has not been a nominee for the Myrtle Evertt Women of the Year Award for a minimum of three years.

PLEASE NOTE

- A current member of the Myrtle Evertt Women of the Year Award Committee may not be nominated.
- A well-documented and presented nomination is most advantageous to the nominee as it will form the basis for judging her contributions and achievements. Points are awarded by the judges, as indicated on the Nomination Form for the Nominators.
- A clear, concise submission, with personal examples, prepared jointly by the nominee and the nominators, is usually most effective (assistance is available by emailing wotynominations@gmail.com).
- Anyone may submit a nomination using the format of the Nomination Form provided and deliver the completed package to the following addresses.

HOW TO NOMINATE A CANDIDATE FOR THE MYRTLE EVERTT WOMEN OF THE YEAR AWARD

1. Use the format set down by the official Nomination Form. The first page of the package **MUST** be signed by both individuals making the nomination (nominators) and by the nominee, acknowledging her acceptance of the nomination. **Please note that the two nominators share one package and submit one package, please do not submit two packages for one nominee.**
2. Attach the nominee's current resumé. It should not exceed two pages. No cover letter, photos, newspaper articles or other documents of support required.
3. Nominees must be willing to sit for a professional head and shoulders photograph to be arranged for and sponsored by the BPW.
4. You may include a maximum of **two** (one page) **letters of support** from an employer, employee, professional colleague, customer, etc. **Letters of support** should speak to the criteria, especially unique contributions and balance in the nominee's life; **these are from people other than the nominators.**
5. Total submission of nomination package should not exceed 20 pages.

A complete **Nomination Package** will include (please check to ensure you have included):

- Completed copy of 1st page of Nomination package signed by both nominators (attached, page 1).
- Both nominators** answer the **first eight questions** (attached, page 2).
- Completed **Nominee form** answering **question number nine**.
- A current resumé** submitted by the Nominee (maximum two pages).
- Letters of support** maximum two letters, one page total in length.
- Completed **Information Release Form** (attached, page 5).

OFFICIAL NOMINATION PACKAGE
of the
THE 2011 MYRTLE EVERTT WOMEN OF THE AWARD

NOMINATIONS MUST BE SUBMITTED NO LATER THAN
4 p.m., March 25, 2011

We wish to place the following nomination before the Nomination committee for the Myrtle Evertt Women of the Year Award:

Name of Nominee: _____

Business/Company name: _____

Business Address: _____

Home Address: _____

Number of years at home address: _____ Email: _____

Phone: Work: _____ Home: _____

Cell: _____ Fax: _____

The following persons are nominating this candidate:

Name and phone #

Group/Business/Organization

Signature of Nominator

NOMINATION FORM for each NOMINATOR TO COMPLETE

The judges will base their decision on the information contained in this application.
(Numbers in parentheses indicate total number of points awarded for that question.)

1. Why is this woman outstanding? State your reasons with clear examples. (15 PTS)

2. List **six** words that would best describe the nominee:

3. List volunteer and community activities and/or groups that you know the nominee belongs(ed) to, specifying her role or contributions: (10 PTS)

4. Give an example of how the nominee has (or can) serve as a role model for other women interested in business or a profession: (15 PTS)

5. What is the primary product or service of the business/profession in which the nominee is engaged?

6. What does the nominee contribute that is unique? (10 PTS)

7. Give a brief history and background to show what motivated the nominee to enter her current field. (10 PTS)

8. **SUCCESS STRATEGIES:** Every woman faces challenges on her road to success. What challenges has this woman faced and how has she dealt with them? (15 PTS)

NOMINEE FORM

This section is for the Nominee to fill in personally and must be included with the remainder of the Nomination Form to be accepted by the Nomination Committee.

Please be detailed and specific wherever possible, as the judges will base their decision on the information contained in this nomination.

9. What is your vision or philosophy on community, family, employment and personal development? How do you maintain a successful balance of these key life components? (20 PTS)

We, the Nominators have attached the following to our completed Nomination Package:

- Letters of support from: (maximum two) (5)
- A two-page resume

I, the Nominee, accept the nomination and acknowledge the accuracy of the information provided. The Business & Professional Women's Club is authorized to release names, company name, photographs and pertinent information from this application for the purposes of promotion of the Myrtle Evertt Women of the Year Award. I hereby release the true contents of this Nomination Package to the editorial discretion of the Business & Professional Women's Club of Abbotsford/Mission.

I will attend the Awards Ceremony on May 11, 2011 and will allow the Business & Professional Women's Club to use my name and achievements in promotion of this event.

Signature of Nominee

Dated this _____ day of _____, 2011.

**NOMINATIONS MUST BE SUBMITTED NO LATER THAN 4 p.m., MARCH 25, 2011
TO EITHER:**

**Woman of the Year Nominations
c/o Unit 2 – 33952 Pine Street
PO Box 2126
Abbotsford, BC
V2T 3X8**

**OR EMAILED TO: wotynominations@gmail.com
OR FAX TO: 604-755-9656**