



Education Support Professionals

GAE Annie Hutchison ESP of the Year Award

Education Support Professional (ESP) members are actively involved in the Association – in political action, community organizations, and school restructuring efforts – as partners with their teacher colleagues.

The NEA Representative Assembly approved a special annual honor, the NEA Education Support Professionals Award, to further emphasize the contributions of Education Support Professionals to their schools and communities. The Georgia Association of Educators also recognizes the importance of ESP and recognizes the ESP of the Year at the Spring Representative Assembly. The GAE ESP of the Year then becomes the nominee for the NEA award.

NEA will present the Education Support Professionals award to an NEA member, at the NEA ESP Conference, whose activities reflect the contributions of Education Support Professionals to public education. The Georgia Association of Educators uses the NEA criteria for the selection of the GAE ESP of the Year recipient.

The purpose of the award is to recognize an individual who shows outstanding accomplishments in the following areas:

- Professional Practice
- Advocacy and Association Involvement
- Community Engagement
- Personal Achievement
- Enhancement of ESP Image



GAE Annie Hutchison ESP of the Year Award

DATA SHEET

NOMINEE INFORMATION

Nominee: _____ Social Security: _____

Home Address: _____

Telephone: _____ Fax: _____ E-mail: _____

School/Worksite: _____ District: _____

Work Address: _____

Telephone: _____ Fax: _____ E-mail: _____

Job Title: _____

Subject(s): _____ Number of Years NEA Member _____

You must complete this form, front and back. Attach a letter from the chairperson of the body nominating the person. In the event of nomination by petition, attach a copy of the petition and identify the spokesperson for the group as the “nominator” below. Additional supporting documents are optional.

This nomination is made by:

____ Local Association (Name _____)

____ GAE District (Number _____)

____ GAE Governing Board

____ Petition of 20 GAE members

____ GAE State Committee (Name _____)

(Attach Petition)

The person signing this nomination form must be the official representative of the nominating group.

LOCAL AFFILIATE INFORMATION

President: _____

Affiliate Name: _____

Address: _____

Telephone: _____ Fax: _____ E-mail: _____

Mail this form with any attachments to:
GAE ESP Awards Committee
c/o GAE Executive Director's Office
100 Crescent Centre Pkwy. Suite 500, Tucker, GA 30084
Nominations must be postmarked no later than February 3, 2017.

**GAE Annie Hutchison ESP of the Year
Nomination Form**
(Continued)

Your nominee will be considered based on contents within this nomination form, so please research and give your ESP the time and consideration they deserve. Additional information may be provided but these five questions “must” be answered.

ALL QUESTIONS LISTED BELOW MUST BE ANSWERED ON THE “NOMINATIONS FORM”. NOMINATIONS THAT DO NOT CONFORM TO THESE SPECIFICATIONS WILL BE DISQUALIFIED. IF NEEDED, PLEASE ATTACH ADDITIONAL PAGES FOR YOUR RESPONSE.

- 1. Professional Practice:** Describe the worksite responsibilities and personal achievements the nominee has made in his/her classification or field. How has the nominee demonstrated leadership, creativity, and innovation at the worksite? How has the nominee’s professional growth made a difference for the school, the students, and community?
- 2. Advocacy and Association Involvement:** In what ways does the nominee serve as an advocate in the day-to-day educational process, for members, for the profession, and for public education? How has the nominee’s involvement in the National Education Association or NEA affiliate(s) contributed to his/her success as a professional? How would the nominee persuade a new colleague to join or become more active in the Association?
- 3. Community Engagement:** Specify in detail how the nominee has been involved in promoting public education in the community. In what other ways is the nominee involved in community activities/projects? *Identify the community project(s) the nominee, if named the awardee by NEA, will select to receive one-half of the monetary award and indicate why the project(s) was selected.*
- 4. Personal Achievement:** How has involvement in Association and community activities enabled the nominee to meet his/her own personal goals? What advice would the nominee give to someone entering the profession?
- 5. Enhancement of ESP Image:** Describe in detail how the nominee’s activities have enhanced the image of Educational Support Professionals at the worksite, in the Association, and in the community.

RESUME'

(1)

Provides a brief, factual overview of the nominee's career, including positions held, degrees attained, honors received, etc. The résumé may also describe personal achievements or activities that are not noted elsewhere.

Limit to one page maximum, double-spaced, at least twelve-point type, and one inch margins on all sides. May use narrative, bulleted lists or both. The affiliate is responsible for editing or reformatting if nominee does not follow guidelines.

NOMINEE STATEMENT

(2)

Must include specific examples to illustrate all five of the award criteria. The questions themselves do not need to be reproduced in the text; however, nominees are strongly encouraged to include headings or keywords to aid the panelists in their readings.

Examples to illustrate all five criteria; Two-page maximum; Double-spaced; 12-point font; 1 inch margin all sides.

LETTER OF ENDORSEMENT

(3)

The nominee's local affiliate president, colleagues, current or former students, parents, or community members may write letters of endorsement. Letters must note how long the writer has known the nominee and in what capacity the writer is able to comment on the nominee's professional work.

Maximum of three letters; two-page maximum for each letter; double-spaced; 12-point font; one inch margin on all sides.