girl scouts of eastern missouri

COUNCIL-APPROVED RECOGNITIONS NOMINATION FORM

Step (1) Complete the following information.

Step (2) Secure the required letters of support, utilizing the criteria and questionnaire provided (see specific award requirements in the *Adult Awards Handbook* at http://www.girlscoutsem.org/Forms.aspx

Step (3) Send the completed form and support letters **no later than February 15, 2014*** to:

Girl Scouts of Eastern Missouri
Recognition Panel
Attention: Senior Director, Membership & Program
2300 Ball Drive, St. Louis, MO 63146-8604
or fax to: 314-214-3072

PLEASE PRINT

Name of Candidate_____

Day Phone (_____) _____ Evening Phone (_____) _____

Email_____

Address_____

City_____ State _____Zip_____

District_____ Neighborhood_____ Registered Member ☐ Yes ☐ No

Award for which candidate is recommended (please check only one):

☐ Appreciation Pin ☐ Honor Pin ☐ Gold Trefoil ☐ Gold Laurel ☐ Diversity Hall of Fame

☐ Thanks Badge ☐ Thanks Badge II ☐ Volunteer of Excellence ☐ President's Award

☐ Pearl Award ☐ Spark Award

Candidate's current position in Girl Scouts_____

Describe the service and/or accomplishment(s) for which you view the candidate worthy of recognition:

_____

_____

_____

_____

_____

_____

_____

_____

_____

Describe the support and impact of delivering the Girl Scout Leadership Experience and results of the candidate's actions:

_____

_____

_____

_____

_____

_____

_____

List specific audience(s) benefiting from service:

_____

_____

_____

Candidate's previous Girl Scout position(s):

_____

_____

_____

List other background, community roles and services, if relevant:

_____

_____

_____

List names and positions of individuals submitting letters of endorsement:

_____

_____

_____

_____

Signature_____Date _____

***ALL FORMS AND LETTERS MUST BE <u>COMPLETE</u> AND RECEIVED BY FEBRUARY 15, 2014 FOR THE PANEL TO CONSIDER THE NOMINATION. NO EXCEPTIONS WILL BE MADE.**

VP-86 continued...

girl scouts
of eastern missouri

COUNCIL-APPROVED RECOGNITIONS LETTERS OF ENDORSEMENT

When asked to write a letter of endorsement

- Review the award criteria
- Objectively analyze the candidate's contributions
- Check information for accuracy
- Submit letters to Recognition Panel prior to **February 15, 2014**

Award	Required Number of Letters of Support
Appreciation Pin	1
Honor Pin	2
Gold Trefoil	1
Diversity Hall of Fame	2
Gold Laurel	3
Thanks Badge	3
Thanks Badge II	4
President's Award	2
Volunteer of Excellence	1
Pearl Award	2
Spark Award	1

Effective letters of endorsement that are viewed favorably by the panel

- Are type-written
- Are complete and to the point
- Avoid listing positions only
- Address specific accomplishments that relate to the award criteria. (see *Adult Awards Handbook*)
- Describe actions and outcomes beyond those expected and provide strong potential for continuing impact

<Date>

To the GSEM Recognition Panel:

First, introduce the candidate and the significance of their accomplishments.
Example:
This letter is in support of the nomination of (candidate's name) for the (title of award.)
Through serving as (title of candidate's position), (candidate's name) has (description of lasting accomplishment.)

Next, describe the capacity in which you are familiar with the candidate's qualifications to receive the award.
Example:
I have come to know of (candidate's) outstanding service to Girl Scouting while working with her/him on the Service Project Committee for the 100th Anniversary event, The BIG Day.

Now consider writing 2-3 brief paragraphs that describe details of the candidate's qualifications or contributions. You may wish to list examples here first, and then incorporate them into paragraph form. Some ideas to include may be:

How the candidate's contribution exceeded expectations

Example:
a. 10,000 Girl Scout girls and their family members participated against a goal of 5,000
b. 100 corporations donated volunteers, collection locations or sponsorship donations
c. 1000 families received $50,000 in school supplies and new clothing

Linda's leadership and coordination of the 100th Anniversary service project enabled Girl Scouts of Eastern Missouri to double the expected goal in participation, contributions and families served. 10,000 Girl Scout girls and members of their families worked together to collect and distribute school supplies, new clothes and shoes to1000 families within the GSEM jurisdiction. With the assistance of 100 corporate sponsors, many of whom were new to supporting Girl Scouts, the project surpassed its original target, providing local children with $50,000 worth of these much-needed items.

How the contribution is unique to the support of the Girl Scout mission

a. _____
b. _____
c. _____

The impact the contribution has/will make on adults, girls and/or the community

a. _____
b. _____
c. _____

Conclude with a concise statement explaining why you believe this person/organization is deserving of recognition.

Your Signature
Email or phone number