



National  
Wildlife Refuge  
Association

## NOMINATION FORM

### **Employee of the Year Award**

This award recognizes outstanding work of the men and women employed by the NWRS. This award will be presented to a current refuge employee (other than a project leader) whose accomplishments are judged to be the most outstanding of the candidates nominated. Because there are many different disciplines in this category, the nominator must explain how the nominee exceeded their position description.

Nominee Name **and** Title: \_\_\_\_\_

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

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

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

Refuge: \_\_\_\_\_

Refuge Mailing Address: \_\_\_\_\_

Refuge Telephone Number: \_\_\_\_\_

Refuge Manager: \_\_\_\_\_

Refuge Manager's Email Address: \_\_\_\_\_

Nominated By:

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

Title/Relationship to Nominee: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

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

Date: \_\_\_\_\_

Please describe the accomplishments and attributes of the nominee in each of the following evaluation categories. It is important to describe how the nominee exceeded her/his position description and work standards for their position. Attach additional sheets if needed.

1. Commitment to conservation of our natural resources and refuge management that demonstrates:
  - a. Innovation.
  - b. Personal Dedication.
  - c. Effective Use of Job Talents.
  
2. Superior management and/or technical skills that have improved refuge management through:  
(please address each of the following elements):
  - a. Positive Wildlife Response.
  - b. Cost Savings/Increased Efficiency.
  - c. Increase in the amount and/or quality of public participation.
  
3. Effectiveness in dealing with outside organizations and the public, as required by the nominee's position description, to promote a cooperative relationship between the community and the refuge.
  
4. A background that has demonstrated personal dedication to:
  - a. The cause of wildlife conservation.
  - b. The cause of refuge management and the mission of the Refuge System.

ADDITIONAL COMMENTS (Include any additional information that you feel would be helpful to the selection committee in their review of the various evaluation categories. Any documents enclosed with the nomination should be relevant to the specific evaluation criteria. Simple letters of endorsement that don't add substance to the nomination are discouraged.)