

## IAEM-USA Guideline for 2021 Career Excellence Award

**Awarded to an individual in recognition of their significant contributions and achievements throughout their career to promote and improve the emergency management profession in the USA.**

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**Who:** An emergency management practitioner at any level (federal, state, tribal, local, academic, military, and private) as an employee, contractor, academic instructor or researcher, or volunteer.

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### **Eligibility Requirements:**

- A practitioner of emergency management who is currently employed (or has retired no earlier than the year 2019) for local, state, tribal, military, federal government, or non-Governmental Organization (NGO) with national scope as an employee, contractor, academic instructor or researcher, or volunteer.
- Nominee must work and deliver services within the United States, including the 50 states, the District of Columbia, and the territories of American Samoa, Commonwealth of Northern Mariana Island, Guam, Puerto Rico, the U.S. Virgin Islands. \*
- A member of IAEM-USA in good standing (as verified by IAEM as of June 1, 2021)
- Self-nominations are **not** allowed for this award category.

\*Nominees who work part time outside the United States will be considered if the majority of the time the nominee delivers services is within the U.S.

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### **Content of a Winning Award Entry:**

1. Complete an official Career Excellence entry form via the IAEM website.
    - a. Nominator's contact information and basic submission information.
    - b. Narrative of nominee's significant contributions to and achievements throughout their career to promote and improve the emergency management profession.
  2. Letters of endorsement.

*Limit: up to 5 of these letters.*

*Attach one-page letters on letterhead from the author, signed by the author*
  3. Supporting materials.
    - a. May include but are not limited to reports, brochures, videos or photos.
    - b. To include web-accessible supporting materials, the URL address link must be included in the description.
    - c. If supporting materials are not web-accessible, send the materials (in any language) as an electronic attachment to the entry form.
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## How Award Entries Are Judged

Career Excellence Award entries will be judged through an unbiased selection process by judges appointed by the IAEM-USA Awards and Recognition Committee.

The judges will review entries in the following areas:

- National leadership – specific activities, roles and positions serving the public as well as the emergency management profession in the country’s best interests, including service on nationally-appointed committees, on sub-committees of national organizations, Boards of Directors of organizations that serve the country, and similar countrywide service.
- Promotion of emergency management as a profession – methods and specific activities that the nominee has engaged to promote the emergency management profession.
- Accomplishments – emergency management related accomplishments of the nominee over their entire career, showing the benefit and measurable impact.
- Job performance – details of emergency management performance demonstrating superior capacity.
- Experience – Emergency management experience, certifications, licenses, awards, honors, and outstanding career accomplishments.

Judges provide a recommendation for selection to the IAEM-USA Awards and Recognition Committee; whose decisions are final.

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**Please submit the completed award entry form and supporting documents via the IAEM website no later than Monday, May 31, 2021, 11:59 p.m. Eastern daylight time. Entries submitted after the deadline will not be accepted.**

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### **2021 IAEM Awards Competition Schedule**

- **Announcement of Call for Entries:** Friday, April 9, 2021.
  - **Entry Deadline:** Monday, May 31, 2021, 11:59 p.m., U.S. Eastern Daylight Time.
  - **Judging of Entries:** During June 2021.
  - **Notification of Entrants:** During July 2021.
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