

Volunteer Emergency Manager of the Year Award 2023

The Volunteer Emergency Manager of the Year Award recognizes an individual who served as an active volunteer in the field of emergency management for their exceptional emergency management services and contributions to the community throughout the prior year.

Eligibility

- The individual is an active volunteer (non-paid) with a government or voluntary organization recognized by IAEM and/or FEMA as an emergency management organization (MOU, other acknowledgements) and/or the organization is listed as a national member on the National Voluntary Organizations Active in Disaster (NVOAD) website or state/territory equivalent.
 - The nominee should have contributed to work in a broad range of emergency management (preparedness, prevention, mitigation, response, and recovery).
 - Nominee's volunteer activities must be unpaid and cannot include court-ordered community service. Nominees who receive a nominal stipend for their service (such as in connection with a national service program) are eligible. Reimbursement of expenses does not disqualify a nominee.
 - The nominee must have volunteered services for a substantial time in the preceding calendar year. A nominee is disqualified if they changed to or from paid employment for their services (temporary, short-term, or permanent) any time during the year for any length of time.
 - Self-nominations are **not** accepted for this award.
 - Nominee has not received an award from IAEM in the previous year for any award category.
 - The recipient does not need to attend the IAEM Annual Conference to be selected although they are strongly encouraged to participate in the conference. The IAEM Awards Committee or judges are not informed about conference registration and do not consider it in decision-making.
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Completing the Official Award Entry/Nomination

- **Method:** An entry **must** be submitted in English on the official IAEM awards portal available on the Membership Dashboard on the iaem.org website. Non-IAEM members who wish to submit an entry for this award must register as a Guest on the IAEM website to gain access to the awards portal. Non-members of IAEM must pay a \$75 entry fee. All entry details must be complete, or the entry will be disqualified. Please note some fields have word count limitations.
- **Supporting Materials:** No supporting materials are required for this award.

Judging Criteria

Documentation of the following criteria must be submitted via the awards portal.

Category	Documentation	Weight
Service	Describe significant contributions to serving as a volunteer; articulate why the nominee is award-worthy. Examples include, providing disaster relief; conducting or organizing disaster exercises; conducting outreach and education to promote disaster preparedness; writing disaster response, recovery, or other plans incorporated by the voluntary organization or a sponsoring government agency.	50%
Impact	Explain the significant impact the nominee provided to the sponsoring organization and/or people in communities served.	30%
Spectrum of Service	Illustrate the nominee's voluntary contributions across the range of emergency management (preparedness, prevention, mitigation, response, and recovery). The broader range of contributions in the field, the better.	10%
Length of Service	Include the organization served and all voluntary organizations that the nominee volunteered, and the respective length of time volunteered. While this award is for contributions during the previous calendar year, the length of time the nominee has served as a volunteer demonstrates long-term commitment.	10%

Judging Process

The award entries will be judged based on the compliance of content requirements explained above.

All award entries will be evaluated through an unbiased selection process.

Only written documentation via entries and uploads on the awards portal will be reviewed. Incomplete entries will not be considered.

Judges are assigned by the Awards & Recognition Committee Chair or designee. Judges who have a conflict-of-interest as defined in the *IAEM Code of Conduct* will be recused from judging that entry.

Judges will provide a recommendation for selection of one recipient of this award to the IAEM-USA Awards and Recognition Committee whose decisions are final. Any questions can be referred to the Awards and Recognition Committee Chair.

Announcement of Award Results

Once the USA Awards and Recognition Committee confirms the award recipient, IAEM Headquarters will notify the recipient, the nominator, and the recipient's IAEM Region President. Additionally, nominators of entries not selected will be notified.

Questions

If you have a question about this award or its criteria, please email: awards@iaem.com. Phone calls are

not accepted. Email questions prior to the entry deadline. Late submissions will not be accepted.