

Public Works Leader of the Year Award
Nomination Form

Submittal Process

Email PDF to Nina Buelna at nbuelna@cityofgoleta.org

Due Date: **February 2, 2024, at 5:00 PM**

Late submittals may be considered at the discretion of the reviewing committee.

A confirmation email will be sent when your submittal has been received, within 24 hours. If you have not received confirmation, please email Nina Buelna.

In order for the nominee to be considered, both the Nomination Form and Supporting Data Form must be completed by either the nominee or the group/individual making the nomination.

Please note below who is completing this form.

Nominee
Group/Individual Nominating

Candidate's Name

Title

Agency/Organization

Address (if PO Box, include street address)

City State/Province Zip/Postal Code

Phone Fax

E-mail

Group/Individual Nominating

Title

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Continued...

**Public Works Leader of the Year Award
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Submittal Deadline February 2, 2024, at 5:00 PM

(Electronic Submittals only)

Candidate

Title

Agency/Organization

If applicable, indicate the population served by candidate's agency/organization.

Please indicate the category under which the candidate's agency/organization falls:

- Municipality
- County/Special District
- State/Federal/Military
- Private Sector

Address the following areas in supporting documentation limiting submittal to 20 pages. Nominations must adhere to the sequence below:

Employment Record: Briefly list all employment positions, dates of each position and description of responsibilities. Begin with current employment and include consulting work.

Job-Related Technical and Managerial Accomplishments: Describe all major achievements and accomplishments. State specific role in each. Include innovations in technical and/or managerial fields. Describe your commitment to advancing other people in career and profession. Note: this section weighs the most heavily in the judging process.

Initial and Lifelong Education: Include colleges and universities attended, dates of attendance, majors and degrees received. List attendance at professional institutions and on-the-job training.

Publications and/or Presentations: List any published articles and/or papers delivered at professional meetings.

Professional Involvement: List organizations, activities, offices held.

Community Service: List organizations, activities, offices held.

Awards: List educational, professional and civic awards. Include recognition for public service.

Directions

Nominations should be limited to no more than 20 pages. The 20 pages do not include a letter of introduction from the chapter/nominator or the nomination form an supporting data form and any letters of recommendation, which should be limited to six.

If submission has a letter of introduction (maximum of two pages) it should be placed in front of the nomination. Submittal should address the areas outlined above in the sequence stated. Letters of recommendation will be accepted provided each letter cites specific examples of professional involvement with the nominee. Letters will not be accepted after nomination deadline. Include at least one color photograph (head shot) of the nominee with submittal. Nominees will be contacted by letter notifying them if they were or were not selected as a Top Ten recipient for National.

Any examples such as publication articles, newspaper clippings, photos of awards, etc. count toward the 20 page limit.

Only the Top 10 Nomination Form, Introduction Letter from the Chapter or Nominator and 6 letters of recommendation are note counted as part of the 20 page limitation.



**Public Works Leader of the Year Award
Criteria**

Purpose The Professional of the Year Award seeks to inspire excellence and dedication in public service by recognizing the outstanding career service achievements of individual public works professionals and officials, from both the public and private sectors. The primary focus of the award is on career service to the public works profession rather than on any one single event or project.

Eligibility It is the intent of this award to recognize the career service accomplishments of public works professionals and officials. Toward that end, candidates with a minimum of 10 years qualifying experience may be nominated from any of the following categories. APWA membership is required. Members of the APWA Board of Directors are not eligible during the time they serve on the Board.

Individuals are only eligible to receive the Top Ten Public Works Leaders of the Year Award on one occasion.

1. Public Sector - Public sector candidates may come from any of the three following categories:
 - a. Any non-elected employee of a federal, state, provincial, county, or municipal government who is responsible for one or more major subdivisions of a governmental agency. Most of the candidate's time and efforts must be devoted to the administration and management of the design, construction, maintenance, and/or operation of a street or highway system, refuse collection or disposal system, public building, drainage or flood control facility, airport, harbor, utilities, or any other type of public works installation.
 - b. Service in an appointed (non-elected) position on a board or commission charged with the oversight or policy level review of public works or infrastructure issues. Such service may have been at the federal, state, provincial, county, or municipal government level dealing with surface transportation systems, refuse, solid waste and recycling systems, public buildings, drainage or flood control, airports, harbors, or any other type of public works or infrastructure systems. Such positions may typically be represented by the following examples: City Manager, Public Works Commissioner, Roads Commissioner, Highway Commissioner, Transportation Commissioner, Airport Commissioner, Port Authority Commissioner, or other comparable position.
 - c. Elected officials who have prior qualifying experience from either category above may also be considered as candidates.
2. Private Sector - Private sector public works and/or civil engineering professionals having a minimum of 10 years of involvement in public sector public works activities may be eligible, if their qualifying activities have come from the following areas:
 - a. Experience as a contract Director of Public Works/City Engineer or comparable position, which was provided by means of a contract service from a private sector firm to a governmental entity; or
 - b. A combination of prior qualifying experience in the public sector and/or service as a consultant engaged in the provision of public works-related services to the public sector.

Selection The Professional of the Year is selected by a panel of judges appointed by the APWA President. Membership of the panel represents the public works field and other agencies with an active interest in the public works profession.

Nominations Nomination of projects can be made by the managing entity. Self-nominations are not accepted. APWA Membership is not required. Submittals should include nomination form and supporting data form. It is encouraged that these materials be completed by the nominating party and not be left for the candidate to submit. Refer to the Supporting Data Form for more directions.

Deadline **February 2, 2024** (electronic submittals only)

Presentation The professional of the year is presented a plaque at the Chapter Awards Ceremony tentatively scheduled for March 14th 2024.