2024 NAI Heartland Region Awards

 **Nominations must be received by Wednesday, January 31st, 2024**

The Heartland Region awards program recognizes outstanding achievements of NAI members and others working to advance the profession of interpretation. As a member of NAI, you are familiar with outstanding and inspiring programs and professionals from Heartland Region. Please nominate someone you know who, through their actions exemplifies our profession. Awards will be acknowledged during the Heartland Region Conference in Council Bluffs, Iowa held April 3rd-5th, 2024. The Heartland Region Board may nominate recipients of these awards for NAI National Awards.

Please complete the Nomination Form below and attach all the appropriate nomination support material. Multiple letters of support are highly encouraged. Award nominations may be mailed or emailed. You will get a confirmation of receipt within 3 business days. If you do not receive a confirmation, please call the awards chair for assistance. Any questions regarding the nomination process may be directed to Jen Guest, Heartland Region Awards Chair at (815) 779-4393 (call or text) or jguest@fpdwc.org.

**Use a separate form for each person/category.**

**Return completed forms to:**

**Jen Guest**

# Forest Preserve District of Will County: Isle a la Cache Museum

**501 E. 135th Street**

# Romeoville, IL 60446

**jguest@fpdwc.org**

## 2024 NAI Heartland Region Awards Nomination Form

Nominee:

**Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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Phone (day)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (evening)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Award Category\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nominated By:

**Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Agency/Organization\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Master Interpretive Manager**

Presented to a Heartland Region NAI member who has worked for five or more years in the profession and whose current duties are at least 60 percent supervisory and administrative. Must demonstrate a mastery of interpretive technique, site or program and staff management, and a respected ability to pass these skills on to others. Submit the following:

*1) Describe the nominee’s involvement in interpretation and in management, indicating innovative programs, mentoring experience, creative approaches to making interpretive services available to the public, facility or program development, and management techniques.*

*2) List key projects or programs developed by nominee.*

*3) List activity in NAI at chapter, unit, or national level. Include offices held, committee work, and workshop involvement. List other professional memberships.*

*4) List awards, recognitions, and honors from NAI or other professional organizations.*

*5) Attach up to three letters of support.*

Nomination must not exceed seven pages, including letters of support, excluding cover sheet.

**Master Frontline Interpreter Award**

Presented to a Heartland Region NAI member who has worked for five or more years in the profession and whose current duties are at least 60 percent frontline interpretation. Must demonstrate a mastery of interpretive techniques, program development, and design of creative projects. Submit the following:

*1) Describe the nominee’s involvement and achievements in frontline interpretation.*

*2) List any key projects or programs developed by the nominee.*

*3) List activity in NAI at chapter, unit, or national level. Include offices held, committee work, and workshop involvement.*

*4) List awards, recognitions, and honors from NAI or other professional memberships.*

*5) Attach up to three letters of support.*

Nomination must not exceed seven pages, including letters of support, excluding cover page.

**Outstanding New Interpreter**

Presented to a Heartland Region NAI member who has worked fewer than five years in the profession, full- or part time, and who demonstrates a recognized potential in interpretation, assumption of leadership roles, creativity in programming or facility development, and a commitment to the profession and NAI.

Submit the following:

*1) Describe the nominee’s involvement in frontline interpretation.*

*2) List outstanding projects or programs developed and describe evidence that the nominee has leadership potential.*

*3) List activity in NAI at chapter, unit, or national level. Include offices held, committee work, and workshop involvement. List other professional memberships, if any.*

*4) List awards, recognitions, and honors from NAI or other professional organizations.*

*5) Attach up to three letters of support.*

Nomination must not exceed six pages, including letters of support, excluding cover sheet.

**Excellence in Interpretive Support**

Presented to an individual member or nonmember, governing body, official, administrator, business, agency, or organization that has shown recognition of the value of interpretation through exceptional and sustained support. This support may be broad-based financial, administrative, or executive (or a combination of these), and serves as a respected model for other interpretive venues and contributors. Recognition may be for (but not limited to) sponsorship or support for interpretive programs and enhancement of interpretive facilities. Submit the following:

*1) Describe the nominee’s efforts and how they have resulted in lasting benefits to interpretation and set a standard for the interpretive field.*

*2) If efforts are for a specific project, describe the unique nature of the project, its impact on interpretation, and the audiences served.*

*3) Attach up to two letters of support.*

Nomination must not exceed four pages, including letters of support, excluding cover page.

**Meritorious Service Award**

Presented to a Heartland Region NAI member who has performed extensive and invaluable service to the region and NAI. Submit the following:

*1) Describe the nominee’s NAI related performance and service, NAI projects/and or overall scope of commitment to NAI Heartland Region.*Nomination must not exceed two pages, excluding cover page.

**Outstanding Interpretive Volunteer** Presented to an NAI member who has worked five or more years as a volunteer interpreter, whose educational background is not in interpretation, and whose current volunteer duties are in front-line interpretation or administration of an interpretive program. Must demonstrate a mastery of interpretive techniques and program development, must demonstrate initiative and a dedication to the affiliated institution.

Submit the following information:

*1) Include number of hours per year volunteer donates to the affiliated organization.*

*2) Describe nominee’s involvement and achievements in front-line interpretation or interpretive program administration.*

*3) List any key projects or programs developed by the nominee.*

*4) List activity in NAI chapter, unit, or national level program. Include offices held, committee work, and workshop involvement.*

*5) List other professional memberships.*

*7) List awards, recognitions, and honors from NAI or other professional organizations.*

*7) Attach up to three letters of support.*

Nomination must not exceed seven pages, including letters of support, excluding cover page.

**Heartland Region Awards FAQ:**

**Does someone have to be a member of the NAI Heartland Region to be nominated?**

The answer is yes for every awards category, with the exception of Excellence in Interpretive Support. The Excellence in Interpretive Support award can be presented to an individual member or nonmember, governing body, official, administrator, business, agency, or organization that has shown recognition of the value of interpretation through exceptional and sustained support.

**Can I nominate myself for an award?**

Yes. As a region we recognize there are diverse work settings where NAI Heartland Region members may work solo, independently, or are the only interpreter, educator, etc in an organization. You may nominate yourself, however you still need to submit letter(s) of support from other people as part of the nomination.

**It says submit up 2 to 3 letters of support under each nomination requirement. Do I really need to submit the maximum letters of support under the award category?**

It is highly recommended you submit the maximum numbers of letters of support. There have been times in past award seasons when multiple people have been nominated for an award in the same category. The letters of support or lack of, have been the determining factor in award winners. So, it is not required to submit the max. However, it is highly encouraged.

**Can I nominate more than one person for a 2024 NAI award?**

Yes. You can nominate multiple people in the same or different award categories.

**Can I co-write a nomination?**

Yes.

**How do I know the NAI Heartland Region Awards Chair received my nomination(s)?**

You will get a confirmation of receipt within 3 business days. If you do not receive a confirmation, please call the awards chair for assistance. Jen Guest, Heartland Region Awards Chair at (815) 779-4393 (call or text).

**How are the nominations scored?**

The NAIHeartland Region Awards Committee consists of 4-8 regional members. The members are provided copies of all nominations and a score sheet based on the requirements for each award category. Every awards committee member individually scores each nomination. They turn in the scores to the NAI Heartland Region Awards Chair, who calculates the average score for each nominee. This number is used to decide the award winner(s).

**If I am on the NAI Heartland Region Awards Committee, can I nominate someone for an award?**

Yes, you can nominate people for awards. When it comes to the duty of scoring the awards, you have two options. You can abstain from scoring those nominations categories. Or, as long as you feel you are being fair to all nominees equally, you may score any of the nominations.

**How do I create a successful award nomination?**

Literally, follow the step-by-step instructions under each category. Don’t go over the maximum number of pages that can be submitted. The cover sheet does not count in the number of pages. Submit the maximum number of letters of support.