

2020



ADMINISTRATIVE PROFESSIONAL OF THE YEAR AWARD

NOMINATION DEADLINE: JANUARY 31, 2020

Completed form and supporting materials should be returned to **Erin Setters**
FAX: 270-843-0458 | EMAIL: erin@bgchamber.com

Nominee's Name: _____

Nominee's Title: _____

Organization: _____

Email: _____ Phone: _____

Nominee's Spouse or
Add'l Office Contact: _____ Phone: _____

Nomination Submitted By: _____

Organization: _____

Email: _____ Phone: _____

**Is this nominee available on April 21 from 10 a.m. to 11 a.m. for the
Excellence Awards News Conference?**

Yes No

Please note: Nominees must be affiliated with a partner of the Bowling Green Area Chamber of Commerce and must have been with their current employer for at least one year.

Selection is based upon letter(s) of recommendation that discuss the following qualities of the nominee:

- Shows pride in his/her job
- Exhibits excellent job performance, repeatedly going above and beyond
- Displays cooperative and positive attitude with co-workers and customers/clients
- Any other noteworthy professional traits that make him/her exceptional



2020



ATHENA AWARD

NOMINATION DEADLINE: JANUARY 31, 2020

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Nominee's Name: _____

Nominee's Title: _____

Organization: _____

Email: _____ Phone: _____

Nominee's Spouse or
Add'l Office Contact: _____ Phone: _____

Nomination Submitted By: _____

Organization: _____

Email: _____ Phone: _____

Is this nominee available on April 21st from 10 a.m. to 11 a.m. for the Excellence Awards News Conference?

Yes No

Is this nominee available on May 12th from 11:30 a.m. to 1:30 p.m. for the Excellence Awards Luncheon?

Yes No

Please note: Nominees must be affiliated with a partner of the Bowling Green Area Chamber of Commerce and must have been with their current employer for at least one year.

- I. **PROFESSIONAL LEADERSHIP:** How has this nominee demonstrated excellence, creativity & initiative in her profession?
- II. **COMMUNITY LEADERSHIP:** How has this nominee provided valuable service to her community?
- III. **PERSONAL LEADERSHIP/MENTORSHIP:** How has this nominee mentored women to enhance their leadership abilities?
- IV. **CHAMBER INVOLVEMENT:** How has this nominee been involved in Chamber programs & initiatives?

ADDITIONAL INFORMATION PERTAINING TO CRITERIA: Include any additional information you feel is important for consideration of your nominee. Include awards, honors, publications, articles and/or testimonials that demonstrate service to their profession, community, and, most importantly, aspiring and established women leaders.

Please do not include letter of support.

Resumes may be attached as a supporting document but **will not** be accepted in place of a completed nomination form.

2020



ATHENA YOUNG PROFESSIONAL

NOMINATION DEADLINE: JANUARY 31, 2020

Completed form and supporting materials should be returned to **Erin Setters**
FAX: 270-843-0458 | EMAIL: erin@bgchamber.com

Nominee's Name: _____

Nominee's Title: _____

Organization: _____

Email: _____ Phone: _____

Nominee's Spouse or
Add'l Office Contact: _____ Phone: _____

Nomination Submitted By: _____

Organization: _____

Email: _____ Phone: _____

Is this nominee available on April 21st from 10 a.m. to 11 a.m. for the Excellence Awards News Conference?

Yes No

Please note: Nominees must be affiliated with a partner of the Bowling Green Area Chamber of Commerce and must have been with their current employer for at least one year.

- I. **PROFESSIONAL LEADERSHIP:** How has this nominee demonstrated excellence, creativity & initiative in her profession?
- II. **COMMUNITY LEADERSHIP:** How has this nominee provided valuable service to her community?
- III. **PERSONAL LEADERSHIP/MENTORSHIP:** How has this nominee served as a role model to young women?
- IV. **CHAMBER INVOLVEMENT:** How has this nominee been involved in Chamber programs & initiatives?

ADDITIONAL INFORMATION PERTAINING TO CRITERIA: Include any additional information you feel is important for consideration of your nominee. Include awards, honors, publications, articles and/or testimonials that demonstrate service to their profession, community, and, most importantly, aspiring and established women leaders.

Please do not include letter of support.

Resumes may be attached as a supporting document but **will not** be accepted in place of a completed nomination form.

2020



SMALL BUSINESS PERSON OF THE YEAR AWARD

NOMINATION DEADLINE: JANUARY 31, 2020

Completed form and supporting materials should be returned to **Erin Setters**
FAX: 270-843-0458 | EMAIL: erin@bgchamber.com

Nominee's Name: _____

Nominee's Title: _____

Organization: _____

Email: _____ Phone: _____

Nominee's Spouse or
Add'l Office Contact: _____ Phone: _____

Nomination Submitted By: _____

Organization: _____

Email: _____ Phone: _____

Is this nominee available on April 21st from 10 a.m. to 11 a.m. for the Excellence Awards News Conference?

Yes No

Is this nominee available on May 12th from 11:30 a.m. to 1:30 p.m. for the Excellence Awards Luncheon?

Yes No

Please note: Nominees must be affiliated with a partner of the Bowling Green Area Chamber of Commerce and must have been with their current employer for at least one year.

AWARD CRITERIA:

- Ownership: Individual must own and operate or bear principal responsibility for operating a for-profit company with 100 employees or less that has been in business for 3+ years.
- Growth: Business has experienced recent growth in sales, investments and number of employees.
- Chamber: Nominee's business must be a partner in good-standing with the Bowling Green Area Chamber of Commerce
- Community: Individual has made significant contributions of community-oriented projects via time, financial support or resources.

Selection is based on a written response that discusses the following qualities of the nominee:

- Elaborate on business growth and include accomplishments such as special recognitions or projects. Include business-related affiliations, directorships, trustees or other designations.
- Highlight and community service, charitable activities, associations, etc. the nominee is involved with. If applicable, include offices with dates held.
- Include a listing of the individual's activity with the Chamber. Involvement with the Chamber and its initiatives is taken into consideration during evaluation.

Please ensure all dates and titles are accurate.