MASSACHUSETTS
HEAD START ASSOCIATION

Annual Awards 2025

General Criteria

Massachusetts Head Start Association (MHSA) awards are open to any MHSA member Head Start or Early Head Start agency. MHSA Board members are not eligible for an Annual Award. Award selection will be made by the MHSA Nominating Committee. Board members will recuse themselves from any decision that involves any individual affiliated with their Head Start or Early Head Start agency.

Awards will be distributed at MHSA's Annual Meeting:

March 28, 2025

Pine Ridge Country Club

Award winners will receive a $100 Visa gift card from the Massachusetts Head Start Association.

Award nominations and all accompanying materials are due to mhaimowitz@massheadstart.org by Friday, February 21, 2025.

See below for specific criteria for the following MHSA awards:

Staff Member of the Year

Educator of the Year

Leader of the Year

Parent/Caregiver of the Year

PO Box 711, Lynn, Massachusetts 01903 | Tel: (413) 270-0809 | Email: mhaimowitz@massheadstart.org

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Staff Member of the Year Award

This award celebrates ALL staff who are involved in the staffing of Early Head Start and Head Start programs, including nutrition, health, transportation, and facilities.

Award specific criteria:

- The nominee must serve in a Head Start/Early Head Start program.
- The nominee must be a program employee for at least three years.

Required nomination materials:

- Two letters of reference from two individuals who have served as a supervisor and/or supervisee of the nominated employee.
- A short bio of the employee that includes:
    - Length of service in the program
    - Roles held at the program
    - Training, qualifications, and credentials
- A nomination letter that describes any special contributions the employee has made to the program that have had a positive impact on services to the program, children, and families that the program serves. Please be very specific.

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Educator of the Year Award

This award celebrates ALL those who are involved in the education component of our program, including classroom teachers, associate teachers, home visitors, and instructional mentors.

Award specific criteria:

- The nominee must serve as a Head Start/Early Head Start center-based educator or home-based educator, associate educator, or instructional mentor.
- The nominee must be a program employee for at least three years.

Required nomination materials:

- Two letters of reference from two individuals who have served as a supervisor and/or supervisee of the nominated employee.
- A short bio of the employee that includes:
    - Length of service in the program
    - Roles held at the program
    - Training, qualifications, and credentials
- A nomination letter that includes:
    - A description of any special contributions the educator has made to the program that have had a positive impact on services to the program, children, and families that the program serves. Please be very specific.

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Leader of the Year Award

This award celebrates the leaders involved in the operations and management of Head Start programs.

Award specific criteria:

- The nominee must serve as a Head Start/Early Head Start CEO/Executive Director, Director, Deputy/Associate Director, or Board Chair.
- The nominee must have been in their role as listed above for at least three years.

Required nomination materials:

- Two letters of reference from two individuals who have served alongside, as a Board member partner, and/or supervisee of the nominated employee.
- A short bio of the employee that includes:
    - Length of service in the program
    - Roles held at the program
    - Training, qualifications, and credentials
- A nomination letter that includes:
    - A description of any special contributions the leader has made to the program that have had a positive impact on services to the program, children, and families that the program serves. Please be very specific.

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Parent/Caregiver of the Year

This award celebrates our most important partners: parents and caregivers of Head Start and Early Head Start children.

Award specific criteria:

- The nominee must be a Head Start/Early Head Start parent or caregiver during the current or previous program year (2023-2024 and/or 2022-2023).

Required nomination materials

- Two letters of reference from individuals who can verify the parent's work as a leader in Head Start, volunteer services, and/or participation in community activities.
- A short bio of the parent that includes:
    - Length of time the parent has had children in the Head Start program
    - Leadership roles held in the Head Start program
- A nomination letter that includes:
    - A description of special contributions or activities that the parent has contributed to the local program.
    - A description of the parent's personal educational and/or career development accomplishments.
    - If the parent is nominating him/herself, the application should include a short statement of personal goals.

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