ACEC Colorado Young Professional of the Year Award Guidelines

This award is intended to recognize the accomplishments of our young professionals who have contributed to the engineering profession and impacted society.

1. **Name of Award:** ACEC Young Professional of the Year

2. **Nominations:**
   
   a. Nominations are due on or before **Friday, March 13, 2020** at ACEC Colorado.
   
   b. All nominations must be submitted electronically to email@acec-co.org
   
   c. All nominations must be complete and submitted electronically on the nomination form provided.
   
   d. Incomplete nomination forms may delay processing and not meet the deadline.

3. **Evaluation of Nominees:** The evaluation of the nominees for the award are reviewed by the ACEC Colorado Awards Committee for recommendation and approval by the ACEC Colorado Board of Directors.

5. **Criteria for Award:**
   
   a. The nominees shall be employees of ACEC member firms.
   
   b. The nominees shall be engineers 35 years of age or younger as of December 31, 2019 to apply for the following year program.
   
   c. The nominees shall be a registered Professional Engineer.

6. **Presentation:** The award shall be made to the recipient in person at the ACEC Colorado Annual Meeting on May 15, 2020.
ACEC Colorado Young Professional of the Year
Nomination Form (must be completed for each nominee)
Nominations for this award shall only be made through Member Organizations

Completed nomination form shall be submitted to the Member Organization and address indicated below:
Name of Member Organization
Address
City, State & Zip Code
Telephone  __________________________  Email

A. Nominee’s Information

Name:
Position or Job Title: __________________________
Employer: __________________________
Work Address: __________________________
Work Phone: __________________________
Email: __________________________
Age as of December 31, 2018: ________________

Education

School(s) and Location: __________________________
Degrees and Majors: __________________________

Professional Registration

State: __________________________
P.E. Registration Number: __________________________
Discipline: __________________________
B. Nomination Statements

Provide two statements of 250 words or less each supporting the nomination on a separate sheet of paper. Facts presented should include engineering achievements in design, research, development, or management during the last two to five years, and their importance. **Provide two supporting statements:**

1. One from the nominee
2. Second from the nominee’s employer/firm

C. Volunteer Activities: Provide your responses on a separate sheet of paper to the following:

1. List your professional organizations and your role in each.
2. List your recent community volunteer activities and your role in each activity.
3. Write a 250 words or less essay on your most recent significant achievement for your professional or community volunteer activities.

D. Questions: Please attach responses on a separate sheet of paper to the following two questions in 200 words or less.

1. What gets you excited about going to work every day?
2. Was there one particular individual or event that inspired you to become an engineer? If so, please describe.

E. For publicity purposes, share your employer’s Public Relations contact and the names and addresses of two publications in the nominee’s hometown.

1. Public Relations Contact: ________________________________________________________________
   Telephone and Email: ___________________________________________________________________

2. Publication Name: ______________________________________________________________________
   Address: _____________________________________________________________________________

3. Publication Name: ______________________________________________________________________
   Address: _____________________________________________________________________________
F. How did you find out about this award?

☐ From my employer
☐ From ACEC Colorado (State MO)
☐ Facebook
☐ Twitter
☐ Other (please specify)

G. Photos

**Headshot:** Candidates must provide an electronic color headshot of high quality resolution suitable for publication (jpg, tif, or eps and at least 300 DPI at 2”x3”). *Business attire is recommended.*

**One “action” photo (optional):** An informal photo that shows you on the job, in training, or in the classroom (either as a volunteer or a student) is preferred. *Please provide a brief description of your photo. If it is a group photo, please be sure to describe who you are.*

Please include your full name, photo type and format in your file name. For example:

Color headshot: <last name><first name>.color.jpg
Action shot: <last name><first name>.action.jpg

H. Photograph Consent and Release

**Note:** a scanned signature is acceptable.

I, the undersigned, grant my consent and permission to publish my photograph and use my name solely for purposes of advertising, publicizing, and promoting the ACEC Young Professional of the Year program.

I hereby release and agree to hold harmless ACEC from any liability, and invasion of any right of privacy or publicity, arising out of the use of my name and photograph.

I acknowledge that I have read and understand this Consent and Release prior to signing it. I certify and warrant that I am of legal age and have the full power, right, and authority to enter into this consent and release.

Signature of Young Professional__________________________________________

Print Name: ______________________________________________________________________

Date: __________________
I. **Sponsoring Information**

ACEC Colorado Staff Contact: Anne Footle

Phone: 303-832-2200

Email: anne@acec-co.org

ACEC State Member Organization: ACEC Colorado

Firm Staff Contact:

Firm Name: ____________________________

Contact Name: _________________________

Phone: ________________________________

Email: ________________________________