



MINNESOTA SCHOOL COUNSELORS ASSOCIATION

Professional Recognition Awards Program

Nomination Form – Counselor of the Year

ELIGIBILITY CRITERIA

- ✚ The nominee must be currently employed as a full-time or part-time school counselor and have completed a minimum of three consecutive years of counseling service at the level of nomination.
- ✚ The nominee must be a professional member of MSCA as of December 1 of the year prior to the Awards Recognition Gala.
- ✚ The nominee must hold a Master's Degree or equivalent in school counseling and be licensed by the state of Minnesota.

RECOGNITION CRITERIA

- ✚ The nominee must demonstrate awareness and knowledge of the ASCA National Model and have been responsible for school counseling innovations or further development of programs aligning with the ASCA National Model to support the career, personal/social and academic development of all students. Nominees must demonstrate leadership, advocacy and collaboration in their work and promote equity and access to opportunities and rigorous education experiences for all students to maximize student achievement. Nominees must also demonstrate collaboration with stakeholders.
- ✚ The activities or accomplishments recognized must have taken place **within five (5) years prior** to the date of the presentation.
- ✚ The nominee should maintain the highest standards of personal conduct and recognize that his/her personal conduct is held up to public scrutiny. Nominees strive to be model citizens of their community as well as the school counseling community and their broader professional community. They maintain high moral standards in their personal and professional conduct.

AWARD

Please choose ONE

- Elementary School Counselor of the Year
- Middle/Junior High School Counselor of the Year
- Secondary School Counselor of the Year
- Multilevel School Counselor of the Year
- Post-Secondary School Counselor of the Year

Name of nominee: _____

Work address: _____

Home address: _____

Preferred email: _____

Preferred phone: _____ Is this work or home/cell? _____

Nominee Information:

Undergraduate Degree: _____

Institution: _____

Graduate Degree: _____

Institution: _____

MSCA School Counselor of the Year Nomination Checklist 2015

Nominator Information:

Name(s) of nominator: _____

Preferred email: _____

Preferred phone: _____ Is this work or home/cell? _____

NOMINATION PACKET CHECKLIST

Each nomination packet can include **up to 16 pages**, front and back. The official MSCA nomination form and checklist is not counted as one of the 16 pages. Winning nominations are kept for MSCA files and may be forwarded to ASCA as a nomination for national professional recognition. Winning nominees will be asked to submit a professional-quality photograph for display at the annual state conference.

- Official MSCA nomination form and checklist must be stapled as the cover for each packet. This is the only acceptable cover page.
- Letter of recommendation from the nominator. The nominator may be the Division Counseling Association or any individual. The Letter should contain a brief description of the contribution for which the individual is being nominated. The nominator will be asked to present the award at the Recognition Gala.
- Vita for the nominee (not to exceed two pages).
- Statement, not to exceed three pages, describing the program, activity or contribution demonstrating the individual's worthiness to receive the award. The program, activity or contribution must have occurred within the last 5 years. **THIS WORK MUST RELATE TO THE RECOGNITION CRITERIA OF THE AWARD.**
- Supplementary evidence, not to exceed 16 pages including the above requirements, **which must include:**
 - Letter of recommendation/support from the nominee's supervisor/administrator.
 - Letter of recommendation/support from a colleague
 - Two letters of recommendation/support from other administrators, colleagues, parents, students, community leaders, etc.

All award materials must be postmarked by March 2, 2015

Nomination packet should be sent to:

MSCA Professional Recognition Awards
Rachel Kern, Chair
Sebeka Public Schools
200 1st St. NW
Sebeka, MN 56477

Please send questions to rclose@sebeka.k12.mn.us or call 218.837.5101 ext. 217