

## **ATHENA AWARD NOMINATION: INSTRUCTIONS**

*The ATHENA Award Program celebrates the potential of all women as valued members and leaders of the community and recognizes those who support them. The ATHENA Award honors individuals who strive toward the highest levels of professional accomplishment...women and men who excel in their chosen field, devote time and energy to their community in a meaningful way, and who also open paths so that others may follow.*

**THE CRITERIA:** ATHENA recipients must meet each of three specific criteria. They must:

- Assist women in reaching their full leadership potential;
- Demonstrate excellence, creativity and initiative in their business or profession;
- Provide valuable service by devoting time and energy to improve the quality of life for others in the community.

### **COMPLETING THE FORM:**

- Nominations for the ATHENA Award must be submitted using this nomination form (or a photocopy). The form must be typed or printed clearly.
- A computerized version may be submitted provided the format is identical.
- One additional sheet may be added to this form, and a resume may be submitted. "Scrapbooks" or other separate supporting documents should NOT accompany the form. These materials will not be considered during the selection committee deliberations.
- Please review the nomination form carefully to ensure that comprehensive, quantitative information is supplied which demonstrates the involvement, achievement and leadership accomplishments of your nominee. The more complete the information provided, the more useful this form will be for those who judge this important award.

### **THE PROCESS:**

- A Selection Committee of prominent community leaders will review all nomination forms and select the ATHENA Award recipient.
- **The ATHENA recipient will be honored the evening of May 11, 2010 Wooster Inn on the College of Wooster campus.**

### **RETURN COMPLETED FORM TO:**

ATHENA Award  
Kathi Bond  
2429 N. Millborne Rd.  
Wooster, Ohio, 44691

### **SUBMISSION DEADLINE:**

**March 25, 2010**

# ATHENA AWARD NOMINATION: FORM

Today's Date \_\_\_\_\_

**NOMINEE:**

Mrs./Ms./Mr. \_\_\_\_\_

Title or Position \_\_\_\_\_

Company \_\_\_\_\_

Business Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Work phone ( ) \_\_\_\_\_

Home phone ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

E-mail address \_\_\_\_\_

**NOMINATOR:**

Mrs./Ms./Mr \_\_\_\_\_

Company \_\_\_\_\_

Work phone ( ) \_\_\_\_\_

Home phone ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

E-mail address \_\_\_\_\_

***Please complete the following information:***

**PERSONAL LEADERSHIP**

Provide specific examples of how the nominee has demonstrated support for the advancement and leadership development of business and professional women.

PROFESSIONAL ACCOMPLISHMENTS:

List special recognitions, projects and achievements. Provide specific examples of how the nominee has demonstrated excellence, creativity and initiative in their business or profession.

COMMUNITY SERVICE:

Describe local, state and national level participation, length of service and offices held in civic and service organizations, charitable activities, political pursuits, religious groups, chambers of commerce, merchants' associations, etc.

OTHER MEMBERSHIPS, ACHIEVEMENTS, AWARDS, PUBLICATIONS:

Nominees may already have been honored for service to their profession, industry or community. They also may have publications to their credit or articles published supporting their service to their profession, industry or community. Please list awards and honors received which support this nomination.

ADDITIONAL INFORMATION PERTAINING TO CRITERIA:

Discuss briefly any additional factors you feel are important for consideration of your nominee.