

## Highlander District Recognition Banquet Awards Nomination Package

### General Guidelines for All Leader Awards

All nominations must be signed to be considered.

The nominee does not have to be from your unit.

If you don't know all of a person's qualifications go ahead and submit the nomination with as much information as you have. Someone else may have submitted the needed information.

The nominee should not nominate him/herself. That defeats the whole purpose and spirit of the award.

The nominee must not have already received the award for that position.

It is encouraged that all nominees must be fully trained in the position in which they're being nominated. In the event the nominee is not trained, accomplishments will be taken into consideration. This includes completion of initial entry training and the appropriate split for their unit position (or the equivalent training program for when they assumed that position).

Scoutmasters and Assistant Scoutmasters must have completed Introduction to Outdoor Leader Skills (IOLS). Commissioners must have attended College of Commissioner Science or Commissioner Basic Training. Assistants may be nominated, as long as they meet the same training and tenure requirements.

There may be only one award presented in each category.

Nominations must be received no later than nomination deadline date (see the attached form) to be considered by the nominating committee. This committee will consist of several Scouters representing each of the programs in the district.

If there are no nominations received for a particular category, that category will be eliminated from the awards banquet. There will be no carry over or changes of category by the nomination committee to fill an award category.

Nominations can be mailed to the address on the form, given to your Unit Commissioner or the District Executive, or posted on the district website if that is possible and private. They can also be scanned and emailed to the Advancement Chair, Penny Schulken or the Family Scouting Executive, Erin Zeek (email addresses at the end of doc).

Your email submission will serve as your signature on the form. If emailing, simply use the form and answer all questions.

All forms are due no later than the December Roundtable

### EXPLANATION OF AWARDS

As a movement whose leadership is overwhelmingly volunteers, the Boy Scouts of America realizes the need to recognize the invaluable services that men and women render to youth. In addition to the thanks, praise and recognition that come to those who serve their communities with utmost efficiency, the Boy Scouts of America has established district awards that are given for distinguished service to youth. The criterion is different for each award, but there is one common thread. The awards are granted by one's own peers in Scouting and do not come as the result of any prescribed course of action or tests to be accomplished.

**DISTRICT AWARD OF MERIT:** This award is granted for outstanding service to youth, within the local district outside the line of regular duty and upon nomination of the district. It is the highest award conferred by district. (Normally only two are presented.)

**DISTINGUISHED LEADERSHIP CITATION:** This award is given in recognition of distinguished leadership and noteworthy service within the local district. (Normally only four are presented.)

**DISTRICT ORDER OF MERIT:** To recognize those Scouters who, through personal example, reflect the high ideals of Scouting through their daily lives, and who extend themselves unselfishly beyond their primary Scouting role. (Normally only eight are presented.)

### **CUB SCOUT LEADER OF THE YEAR**

This is given to the leader who has put forth extra effort to provide exceptional activities and leadership to the youth of the unit. They have provided help when needed to the pack and committee leaders without hope of personal recognition or gain.

### **BOY SCOUT LEADER OF THE YEAR**

This is given to the leader who has put forth extra efforts to provide exceptional activities and leadership to the youth of the unit. They have provided help when needed to the troop and committee leaders without hope of personal recognition or gain.

### **VENTURE/VARSITY/SHIP LEADER OF THE YEAR**

This is given to the leader who has put forth extra efforts to provide exceptional activities and leadership to the youth of the unit. They have provided help when needed to the crew or ship and committee leaders without hope of personal recognition or gain.

### **ROOKIE OF THE YEAR**

This is given to a first year scouter who has come in this past year and has made a huge impact on either a pack, troop, venturing or on the district level.

### **OTHER AWARDS:**

Highlander District will print and provide certificates of appreciation for individual Scouters, spouses not registered in Scouting, chartering organizations and Charter Organization Representatives. Units wanting these should submit a list of the persons and organizations to the District so that certificates can be produced.

### **REQUIREMENTS:**

1. A nominee must be registered with the district or one of its units and be in a position where he/she has rendered service of an outstanding nature at the unit and/or district level, based upon the award being recommended.
2. A nominee must have rendered noteworthy service to youth. The nature and value of the "noteworthy service" may consist of a single plan or decision that contributed vitally to the lives of a large number of youth or it may have been given to a small group over an extended period of time.
3. Consideration should be given to the nominee's position and the corresponding opportunity to render outstanding service beyond the expectation of duty.
4. The nominee's attitude toward and cooperation with the district and council is to be taken into consideration.

### **PROCEDURES:**

1. Annually, the District Chairman will appoint a District Awards Committee of not more than five or less than three members who will consider all candidates and make recommendations. The Committee's term of office shall be for one year from the date of appointment.
2. These recommendations should be submitted confidentially to the District Scout Executive who will inform the District Awards Chairman. To avoid possible disappointment, please do not advise the nominee in any way of your action on his or her behalf.
3. The Awards Committee will consider recommendations from all units in confidentiality. The Awards Committee is also empowered to recommend individuals for awards.
4. The District Scout Executive serves as the recorder of all decisions taken by the Awards Committee.
5. The Awards Committee then prepares the awards and certificates for presentation to those selected for receiving awards. National and Council awards are forwarded by the Committee (recorder/DE) to Council for further processing of awards and certificates.

**Occoneechee Council Boy Scouts of America  
Highlander District Award Nomination**

TO: Highlander District Awards Chairman

Nomination for (check the appropriate item):

- |  |   |
|--|---|
| <input type="checkbox"/> Award of Merit                    | <input type="checkbox"/> Cub Scouter of the Year                  |
| <input type="checkbox"/> Distinguished Leadership Citation | <input type="checkbox"/> Boy Scouter of the Year                  |
| <input type="checkbox"/> District Order of Merit           | <input type="checkbox"/> Venture/Varsity/Ship Scouter of the Year |
| <input type="checkbox"/> Rookie of the Year                |   |

**Requirements**

All nominees must be fully trained in the positions in which they're being nominated. In the event the nominee is not fully trained, accomplishments will be taken into consideration according to the recommendation.

The nomination coordinator must receive a signed nomination form no later than the nomination deadline date above to be considered.

NOMINEE: \_\_\_\_\_ UNIT: \_\_\_\_\_

ADDRESS \_\_\_\_\_

YEARS IN SCOUTING: YOUTH \_\_\_\_\_ ADULT \_\_\_\_\_ TOTAL \_\_\_\_\_

SCOUTING POSITIONS HELD & WHEN

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SCOUTING AWARDS EARNED

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OTHER ACTIVITIES/COMMUNITY SERVICE

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EXPLAIN WHY YOU THINK THIS PERSON SHOULD RECEIVE DISTRICT RECOGNITION:

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NOTE: All information is CONFIDENTIAL and there should not be any discussion with the nominee. Use the back of this form if additional room is needed to supply requested information.

SUBMITTED BY (Print)

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(Signature)

Submissions can be mailed to:

Erin Zeek, Highlander District  
Attn: District Awards Committee  
6554 Countryside Dr,  
Fayetteville, NC 28311

Or email to:

[erin.zeek@scouting.org](mailto:erin.zeek@scouting.org)