

Secretary of the Year Nomination Suggested Score Sheet

As the guidelines for the Secretary of the Year Award state, the winner is chosen based on:

- participation in,
- contributions to, and
- cooperation with the Association.

1 = hardly ever
2 = sometimes
3 = frequently
4 = very frequently
5 = most always/always

Participation in the Association:

1. Does the nominee participate in events, activities, and meetings of the Association at the District level? (i.e. fund raisers, state meeting planning and preparation, etc.) State level?
1 2 3 4 5
2. Does the nominee assist in events, activities, and meetings of the Cooperative Extension in which the Association has a role? (i.e. Horn of Plenty, Staff Senate, Federation, etc.)
1 2 3 4 5

Contributions to the Association:

1. Does the nominee volunteer for tasks?
1 2 3 4 5
2. Does the nominee serve as officer, serve as committee chair?
1 2 3 4 5
3. Is nominee an active committee member?
1 2 3 4 5
4. Has the nominee contributed time, efforts, etc. to the association?
1 2 3 4 5

Cooperation with the Association:

1. Does the nominee follow Association procedures?
1 2 3 4 5
2. Does the nominee strive to help others?
1 2 3 4 5
3. Does the nominee complete tasks when requested?
1 2 3 4 5
4. Does the nominee go "the extra mile?"
1 2 3 4 5