



2016-2017 Administrator of the Year Nomination Form (Includes all AIA Administrators of AIA member schools)

The following is the nomination form for the 2016-2017 Administrator of the Year. The awards will be presented at the AIA Champions Luncheon in May 15, 2017 at the University of Phoenix Stadium.

Instructions:

1. Fill out the requested information online.
2. **Save** the form to your desktop (if word document... file, save as, etc).
3. **Email** a jpg photo portrait shot (labeled as their name) to Jessica Garcia at jegarcia@aiaonline.org.
4. **Email** the form and other supporting material as described throughout the nomination form to Jessica Garcia at jegarcia@aiaonline.org

NOMINATION FORM DEADLINE: Friday, March 24, 2017

Note: Past recipients of the Administrator of the Year Award are not eligible for nomination until four years after receiving the award. However, they may be nominated in a different category if applicable.





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COMMUNITY SERVICE: Please list the organization, time committed, and any tasks completed during the community service. *(You may attach this information as a separate document).*

SPECIAL AWARDS/HONORS: Please list any other special awards or honors received: *(You may attach this information as a separate document).*

NARRATIVE:

Please have the nominee provide a narrative and examples of how they have implemented **Sportsmanship and Code of Ethics** at their school, which can be based on the six pillars of character including: **trustworthiness, respect, responsibility, fairness, caring, and citizenship.**

RÉSUMÉ/VITA/LETTERS OF RECOMMENDATION

Please attach a résumé/vita of the nominee’s accomplishments and recognitions in athletics, activities, academics and services in the community. (Additional support information such as letters of recommendation and newspaper features are optional and may be provided, but narrative, résumé/vita, and clippings **may not exceed a total of 10 pages** in length).

