

PATH Intl.Volunteer of the Year SAMPLE Nomination Form

This form is for REFERENCE ONLY. All nominations must be submitted via the online form. This sample nomination form is a tool to help you prepare a complete nomination before starting your online submission.

1. **Nomination submission date:**

2. **Nominee's First Name:**

As it should appear on the award

3. **Nominee's Last Name**

As it should appear on the award

4. **Nominee's region:**

5. **Nominee's Mailing Address:**

6. **Nominees City, State, Zip Code:**

7. **Nominee's email address:**

8. **Nominee's phone number:**

9. **Nominator's Name:**

10. **Relationship to Nominee:**

11. **Nominator's Mailing Address:**

12. **Nominator's City, State, Zip Code:**

13. **Nominator's email address:**

14. **Nominator's phone number:**

15. **PATH Intl. Member Center Name:**

Nominating Center must be a current PATH Intl. Member Center or PAC in good standing

16. **PATH Intl. Member Center ID #**

17. **Name of secondary contact person at center**

18. **Center's email address:**

Volunteer of the Year Criteria

19. Please confirm your nominee meets all of the following criteria:

- The nominee has been active in the center's program for the entire year prior to this nomination and is still active at this time.
- The nominee is not paid for their time at the center.
- The nominee has not won the PATH Intl. Volunteer of the Year award within the last five years.
- Each center is eligible to nominate one volunteer award nominee. This is the only nominee from this center for this year's award.
- A center is ineligible to submit a volunteer nomination if the center's volunteer nominee won the previous year. This center did not have a volunteer award winner in 2015.
- 2 reference forms are included with nomination.

Nominee's Service

Additional information regarding the nominee's volunteer service:

20. How many years has the nominee been volunteering?

- Less than 2 years
- 2 to 5 years
- Over 5 years

21. How many hours per week does the nominated volunteer serve at the center?

- Less than 10 hours per week
- 10 to 20 hours per week
- 20 to 30 hours per week
- 30 to 40 hours per week
- More than 40 hours per week

22. How many hours per week does the center operate?

- Less than 10 hours per week
- 10 to 20 hours per week
- 20 to 30 hours per week
- 30 to 40 hours per week
- More than 40 hours per week

23. Please indicate the activities in which the volunteer contributes his/her time

Check all that apply.

- Leading
- Sidewalking
- Administration
- Fundraising
- Recruiting
- Special events support
- Horse care
- Horse training
- Facility maintenance
- Other:

Sample Reference Form (2 separate references to be provided)

A copy of this reference form is available in .doc format to use to help collect your nomination references

Name of person submitting nomination reference:

Email address of person submitting nominating reference:

What is the person submitting this reference's relationship to the nominee?

(the person submitting this reference is which of the following):

- Participant
- Parent/guardian of a participant
- Staff at nominating center
- Volunteer at nominating center
- Board member of nominating center
- Other:

Use the scale below to rate the following characteristics of your nominee.

With regard to the following characteristics is the nominee:

5: The best individual with whom you have been associated with regard to this characteristic?

4: Comparable to the top 25% of the individuals with whom you have been associated, with regard to this characteristic?

3: Comparable to the top 50% of the individuals with whom you have been associated, with regard to this characteristic?

2: This is not this individual's strength.

1: No opportunity to observe the characteristic.

Important!

****Please only provide only THREE (3) #5 ratings for this nominee on the questions below. Providing more than three #5 ratings may result in this reference being disqualified.****

*These ratings should represent the **three strongest attributes** of your nominee.*

-The volunteer has overcome hardships in order to volunteer at the center.

-The volunteer has a long history of volunteer service, either at the center or elsewhere in the community.

-His/Her volunteer contributions are of the highest quality.

-His/Her volunteer contributions have helped enhance the ability of the center to provide equine assisted activities and therapies.

-His/Her volunteer efforts contribute directly to the overall goals of the center.

-The volunteer has good relationships with others at the center.

-The volunteer has had a significant impact on the center.

-The volunteer is reliable. He/She follows through on his/her commitments.

Essay: Please share in 200 words or less a *specific example* of how this volunteer has enhanced the operations of the nominating center.

Please leave off the nominee's name and PATH Intl. Member Center with which he/she is affiliated. Nominations are judged blindly and it is important to keep your answers as anonymous as possible using generic terms – “this volunteer”, “he” or “she” instead of their name, “the center” or “our center” instead of the center’s name, etc. Any mention of the center or name of the nominee in the essay will disqualify the essay from the judging process.