

Regional Awards Program Nomination Form

***PART-TIME EMPLOYEE OF THE YEAR***

*The purpose of this award is to recognize an exceptional part-time or seasonal employee in either parks or recreation. (Nominee does not need to be an active member of TRAPS)*

# Class Population

# Class I Cities over 75,000

 Class II Cities up to 75,000

City Population: Class: [ ]  - I Class: [ ]  - II

|  |  |
| --- | --- |
| Name of Nominee: |       |
| Agency: |       |
| Address: |       | City: |       | Zip: |       |
|  |
| Nominator: |       | Title: |       |
| Phone:  |       | Email: |       |

As evidence of achievement, nominees for the Part-Time Employee of the Year Award must meet **ALL** of the following criteria;

* Must have been a part-time or seasonal employee of submitting agency with a minimum of two years of part-time work experience or three consecutive years of seasonal employment;
* Must have made an outstanding contribution to his or her department or community and/or the profession;
* Must be supported by at least one letter of endorsement (and no more than 3) from a manager or supervisor within their respective agency.

\*\*Submission requirements can be found on the Program Nomination Information Form.

**Insert your 4-5 line summary here:**

**Insert your written narrative (no more than 3 pages) here:**