



iccw

Interagency Committee
for Change by Women

2019

**EXCELLENCE
IN LEADERSHIP
AWARDS**

NOMINATION PACKET



This packet is an opportunity to recognize remarkable people. Please help us by nominating someone!

The Interagency Committee for Change by Women (ICCW), created by Executive Order in 1976, honors people who create positive change for all state employees by promoting the full participation of women in state government.

ICCW established the Excellence in Leadership awards (ELA) in 1999 to honor three individuals for exemplary leadership, achievements, and outstanding efforts to assist women to excel in the workplace.

We invite you to nominate an individual who has fully participated by becoming a leader, who recognizes the value of women in the workplace, and who actively encourages women to move forward and upward. Please fill out this nomination packet and return it to the committee. It is a great way to recognize someone who has made a difference in the workplace.

Please visit the ICCW website (hr.mt.gov/iccw) and/or Facebook page (ICCW Facebook) for more information about ICCW and our ELA event.

AWARD CATEGORIES



An individual in State Government service in the executive, legislative, or judicial branch of state government.



An individual in the Public Sector serving in a local, tribal or federal government position or the nonprofit sector.



An individual in the Private Sector serving in the managerial, executive or ownership capacity.

SELECTION PROCESS

The award recipients will be chosen by a selection panel. Winners and nominees will be recognized at an awards ceremony at the State Capitol in Helena.

CEREMONY

May 16, 2019

2:30 p.m.

State Capitol Building
Old Supreme Court Chambers
Room 303

Helena, MT 59601

Join us for a reception following the awards ceremony.

NOMINATION FORM

PERSON NOMINATED

The following individual is nominated for a 2019 Montana Excellence in Leadership Award in the following category (please check one):

- State Government** (Executive, Legislative & Judicial Branch)
- Public Sector** (Local, Tribal, Federal Government or Non-Profit Sector)
- Private Sector** (Managerial, Executive or Ownership Capacity)

Name of the Nominee _____

Title or Position _____

Agency/Company/Organization _____

Business Address _____ City _____ State _____ Zip _____

Business Phone _____ Business Fax _____

Email Address _____

NOMINATION SUBMITTED BY

Nominations may be submitted by individuals, organizations or companies. Nominators will be notified of the award recipients and will be invited to the awards ceremony.

Your Name _____ Title or Position _____

Agency/Company/Organization _____

Business Address _____ City _____ State _____ Zip _____

Business Phone _____ Business Fax _____

Email Address _____

HOW DID YOU HEAR ABOUT US? Email Facebook Coworker/Friend

Deadline: All nomination forms and supporting documentation must be postmarked no later than Friday, April 5, 2019 or received electronically no later than Wednesday, April 10, 2019.

NOMINATION INSTRUCTIONS

THE NOMINATION PACKET MUST INCLUDE

- Completed nomination form** (page 3).
- Nominee description** In 500 words or less, detailing why this individual deserves recognition. Please describe the nominee's qualifications, professional responsibilities and unique attributes, paying special attention to the selection criteria:
 - 1) Exemplary leadership, including outstanding achievements of the nominee and/or the nominee's implementation of policies and practices to facilitate achievements by women in the workplace.
 - 2) Innovative and creative solutions to the challenges facing women in the workplace.
 - 3) Role as a mentor to women and/or the nominee's efforts to eliminate barriers and promote advancement for women in the workplace.
- Short biography of the nominee.**
- A letter of endorsement** from someone who has worked with or for the nominee.

SUBMISSION INSTRUCTIONS

Nomination packets must be postmarked no later than **Friday, April 5, 2019** or received electronically (via email) no later than **Wednesday, April 10, 2019**.

PLEASE SUBMIT PACKETS TO

SARAH MCCLAIN, ICCW ELA COMMITTEE

 **State Law Library of Montana**
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Helena, MT 59620-304

 **iccw@mt.gov**

 **(406) 444-1979**

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