



## CLERK OF THE YEAR AWARD NOMINATION FORM

**NAME OF NOMINEE:** \_\_\_\_\_

**TITLE OF NOMINEE** \_\_\_\_\_

**JURISDICTION:** \_\_\_\_\_

**DATE APPOINTED:** \_\_\_\_\_

### AREAS OF ACCOMPLISHMENT:

Please identify specific instances within each area where the Clerk has performed outstanding service. Describe in detail on additional sheets and attach to this nomination form.

- 1) Leadership, organization, administration and communications.
- 2) Legislative and governing body procedures, records management and public relations.
- 3) Outstanding service to WMCA, commitment to professional development and contribution to the clerk profession (time/length of service, service on WMCA Committees, attendance at State conferences, attendance at other WMCA sanctioned training events, involvement in regional groups and/or IIMC committees).
- 4) Special projects, community activities, and volunteerism.

The nomination form and optional letters of support must be received in email or postmarked no later than **Monday, January 16, 2017**.

**RETURN TO:** Awards Committee Chair, Debbie Burke, MMC, c/o City of Normandy, 801 SW 174<sup>th</sup> St., Normandy Park, WA 98166 or [debbieb@ci.normandy-park.wa.us](mailto:debbieb@ci.normandy-park.wa.us)

**SUBMITTED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

### PRESS RELEASE INFORMATION:

Please list the names and addresses of newspapers, radio stations, public officials, etc., to whom the announcement of this nomination and/or award should be sent. Attach additional pages if necessary.