

MEMORANDUM

TO: SkillsUSA Chapter Presidents

FROM: Cassie Huntley, SkillsUSA Montana State Director

SUBJECT: Nominations for Outstanding Advisor

Enclosed are materials for the submittal of nominations for the Outstanding Advisor Award. This nomination is supposed to come from someone other than the advisor. You might want to have another teacher or an administrator actually make the nomination. Only one letter of support is needed, but up to three may be included.

The form we are using is the same as the one used for national recognition. Send this directly to the Attention of the State SkillsUSA Director in Helena. This nomination application must be returned postmarked by FEBRUARY 28.

Be sure all sections are filled out so maximum credit can be given to your nomination.

The original nomination form and letters of support along with one copy must be submitted by the indicated deadline to:

**Cassie Huntley
SkillsUSA Montana State Director
5645 Alabama Drive
Helena, MT 59602**

NOMINATION FORM

NATIONAL SkillsUSA ADVISOR OF THE YEAR

Name of Nominee: _____

Home Address: _____

School Address: _____

Telephone: Home _____ Office _____

Current Position: _____

Number of Years as SkillsUSA Advisor: _____

Nominators Name: _____

Nominators Title: _____

Address: _____

Telephone: Home _____ Office _____

Significant Positions Held: (In education or SkillsUSA)

Honors and/or Recognitions:

Professional Memberships: (Include offices held)

Civic, Fraternal, Activities, etc.

Other specialized SkillsUSA activities; such as community service, safety projects, or any other activity above and beyond the call of duty.

NOMINATOR SPECIAL INSTRUCTIONS

Nominator should submit a minimum of one and maximum of three letters of additional support or recommendation for nominee. (Please attach -- No other materials accepted.)
