



**UTAH
SCHOOL
EMPLOYEES
ASSOCIATION**

**PO Box 241
Roy, Utah 84067**
Phone (801) 269-9320
Fax (801) 269-9324
Email: information@useautah.org
Web Site: www.useautah.org

Michael Evans, President
Greg Burrow, Interim Executive Director

USEA LIFETIME MEMBERSHIP AWARD

Purpose: The **LIFETIME MEMBERSHIP AWARD** recognizes individuals who truly reflect the highest degree of commitment to the purposes and ideals of the USEA.

Award: Lifetime Membership and privileges may only be awarded and become effective at Delegate Conference.

The USEA Board and Delegates are not required to grant Lifetime Membership in any one year.

The recipient is entitled to a voice and a vote at USEA Delegate Conferences for life. They also receive a plaque, a certificate attesting to his/her Lifetime Membership. Current members will receive an annual reimbursement of their local, State, and National dues for up to three-years. The USEA Executive Director or their designee will work with the Lifetime Membership award recipient to ensure that the reimbursement of dues process for these members is managed and reported appropriately.

Eligibility: Nominees may be current or retired members of USEA. The USEA Bylaws state that to be nominated and considered for Life Member status, an individual must demonstrate exceptional service to the Association. USEA employees are not eligible for this award.

Deadline: All nominations must be **received** by the USEA no later than 4:00pm, Mountain Time, on **March 1**. If March 1 falls on a Saturday or Sunday, the deadline shall be extended to 4:00pm, Mountain Time, on the following Monday. Nominations received after the deadline will be disqualified.

Nominations by e-mail are preferred but hard copies by mail are accepted. **Faxed copies will not be accepted.**

Send to:
USEA Lifetime Membership Nomination
PO Box 241
Roy, UT 84067

Email to:
gburrow@useautah.org
Subject: Lifetime Member

Questions:
Call: Mike Evans; 801-643-4419
Email: mevans@useautah.org

Nomination and Selection Procedure

Nominations: Nominations may come from any USEA Member on the approved nomination form.

Nominations should specifically describe the exemplary qualities the member has demonstrated in order to be considered as a candidate for Lifetime Membership.

Selection: All nominations must comply with the nomination guidelines. Nominations will be screened to maintain the highest standards for this award and will be judged on the strength of the information provided.

The USEA President shall direct the Nomination and Election Committee to review all nominations. The committee **may** recommend nominees to the Delegates for consideration, based on the criteria established within the USEA Bylaws and the completion of the appropriate nomination documents.

Notification: Lifetime Membership recipients will be announced at USEA Delegate Conference.

Submittal requirements: Nominations are limited to four (4) pages; the Nomination Form is Page 1 and the Reasons for Nomination sheet is Page 2. Both sheets are attached and information should be entered using a 12-point font- handwritten information is not preferred; however, if you do not have access to a computer or someone that can assist you, please contact Mike Evans and he will help find assistance for you.

- ❖ **Required letters of support** – *maximum 2 letters, 1 page each; double-spaced using 12-point font.*

Applicants **may** include up to two (2) letters of support. The letter should be from someone who knows the nominee well, must include how long the writer has known the nominee and in what capacity the writer is able to comment on the nominee's qualifications.

Remember that the person making the nomination, AND a USEA Board Member must sign at the bottom of the Reasons for Nomination sheet. A signature of a Local Affiliate Officer (President, Vice president, Secretary/Treasurer) is preferred as an indication that the USEA Local Affiliate is aware that one of their members have been nominated as a USEA Life Member.

Nominations that do not comply with the guidelines, as well as late, incomplete or faxed nominations, will be disqualified.



**USEA LIFETIME MEMBERSHIP
NOMINATION FORM
NOMINEE DATA SHEET
DEADLINE: MARCH 1st**

Please use **this form** to submit the nomination. Failure to provide all requested information, including signatures, by the deadline will result in disqualification.

NOMINEE INFORMATION

MEMBER NAME:
ESP CAREER FAMILY:
DISTRICT TITLE:
DISTRICT:
HOME ADDRESS:
PHONE:
LOCAL AFFILIATE:
PERSONAL EMAIL:

**CONTACT INFORMATION FOR THE INDIVIDUAL
NOMINATING THE CANDIDATE**

MEMBER NAME:
ESP CAREER FAMILY:
DISTRICT TITLE:
DISTRICT:
HOME ADDRESS:
PHONE:
LOCAL AFFILIATE:
PERSONAL EMAIL:

REASONS FOR NOMINATION

(Maximum 2 pages, double-spaced with 1-inch margins on all sides)

The USEA Bylaws states that to be nominated and considered for Life Member status an individual must demonstrate exceptional service to the Association. Based on Board Policy the following criteria establishes USEA's definition of Exceptional Service:

1. Association Service: *Nominees must have association service at the local and/or state level. List, in detail, the nominees' years of membership shown on the Nomination Form, including positions held and the start/end dates for each.*

2. Commitment: *Describe, in detail, how this nominee reflects the highest degree of commitment to the purposes and ideals of ESPs in Utah.*

3. Exemplary qualities: *Specify the personal exemplary qualities the nominee demonstrates which qualify him/her to be considered for this special recognition.*

NOTE: *The USEA Nomination and Elections Committee reserves the right to contact and interview the Nominee, the person making the nomination, the USEA Board Member, and the USEA Local Affiliate officers, to gather a greater understanding of the nominees' exceptional service to the Association.*

Signature of person making the nomination

Signature of USEA Local Affiliate Officer (President, Vice president, Secretary/Treasurer).

Failure to provide this signature will not exclude this nomination from proceeding. A signature is preferred as an indication that the USEA Local Affiliate is aware that one of their members have been nominated as a USEA Life Member.

Signature of a USEA Board Member

This signature can come from any member of the Board; however it is preferred that the USEA Board Member assigned to the Local Affiliate endorse the nomination.