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| **Logo small** | **NC-AAAE DISTINGUISHED EXTENSION EDUCATOR AWARD**  **Award Criteria & Nomination Instructions** |

**Purpose:**

To recognize an individual AAAE member for outstanding accomplishments as an extension educator of Agricultural Extension Education broadly defined.

**Nomination and Selection Procedures**

1. Nominee must be an active member of AAAE and an active member of the NC Region of AAAE.
2. Nominator may be from outside the AAAE organization.
3. The nomination may be made by a colleague of the nominee. Self-nominations are also accepted.
4. Nominations must be submitted by email to the designated award coordinator by the established deadline.

**Criteria for Selection**

1. The nominee must be an active member of the AAAE who has maintained continuous membership in the association.
2. Selection will be based on documentation of outstanding accomplishments as an extension educator.
3. Evidence of excellence in extension education should include:

* Statement of extension education philosophy written by nominee.

**(Not to exceed three typewritten (12 point, Times font) double-spaced pages**)

* Involvement and experience in extension education that advances the profession.
* Short and long term programs conducted in extension education.
* Creative/scholarly works such as bulletins, periodicals, etc., contributing to extension education.
* Leadership and administrative activities relating to extension education.
* Exemplary service to extension education organizations at the community and college/university levels.

**Nomination Materials**

Nomination packets must include and shall be limited to:

1. Cover sheet (see next page).
2. Nomination letter (limited to two, single spaced, typewritten pages).
3. Evidence of excellence in extension (items from #4 above)
4. Nominee’s curriculum vitae.

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| **Logo small** | **NC-AAAE DISTINGUISHED EXTENSION EDUCATOR AWARD**  **COVER SHEET** | |
| Name of Nominee: |  | |
| Institution: |  | |
| Title: |  | |
| Professional Employment Record: | | |
| Degrees Held: | | |
| Nomination Submitted by: | |  |
| Contact information for nominator: | |  |

Nomination packets limited to: Cover sheet, nomination letters, evidence of excellence in teaching,

and nominee’s curriculum vitae. **Nomination should be saved as a single pdf file and electronically submitted via email** no later than **11:59 p.m. CDT on Wednesday, September 12**to:

Tim Buttles, University of Wisconsin – River Falls Ag Education Department

Email: [timothy.j.buttles@uwrf.edu](mailto:timothy.j.buttles@uwrf.edu) Phone: 715-425-4085

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| **Logo small** | **NC-AAAE DISTINGUISHED EXTENSION EDUCATOR AWARD**  **Nomination Letter** |

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| **Logo small** | **NC-AAAE DISTINGUISHED EXTENSION EDUCATOR AWARD**  **Curriculum Vitae** |

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| **Logo small** | **NC-AAAE DISTINGUISHED EXTENSION EDUCATOR AWARD** **Score Sheet** |

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| CRITERIA | 1  SUPERIOR | 2  EXCELLENT | 3  AVERAGE | 4  GOOD |
| Involvement and experience in extension education that advance the profession. |  |  |  |  |
| Short and long term programs conducted in extension. |  |  |  |  |
| Creative/scholarly works such as bulletins, periodicals, etc., contributing to extension education. |  |  |  |  |
| Leadership and administrative activities relating to extension education. |  |  |  |  |
| Exemplary service to extension organizations at the community and college/university levels. |  |  |  |  |
| Distinguished the profession (professionalism). |  |  |  |  |
| Distinguished himself/herself. |  |  |  |  |
| Activities conducted, promoted and/or involved in that have advanced the goals and objectives of extension education. |  |  |  |  |
| TOTAL |  |  |  |  |