

# Oklahoma ACTE 2009 New Professional Award

## Purpose

This award is meant to contribute to the professional development of members recognized as potential leaders of their division and the association. The award will entitle six recipients to funding specified annually by the Oklahoma ACTE Advisory Committee toward expenses incurred at the annual ACTE convention. Each recipient will also receive a complimentary registration to the Oklahoma ACTE/ACTE Legislative Seminar.

## Eligibility

This award will be given to six individuals who have been a member of Oklahoma ACTE/ACTE no less than two, but no more than five years. The nominees must not have previously attended an ACTE Convention. Since the purpose of the award is professional development, award recipients are required to attend the entire convention, beginning with the Opening General Session through the Closing General Session including the Delegate Assembly.

Although an individual is eligible to receive the Oklahoma ACTE New Professional Award only once, such an award does not exclude that individual from nomination for other Oklahoma ACTE/ACTE awards.

## Application Procedures

Each candidate must first compete in their division competitions prior to being considered for this award. Applicants should submit information written in the 3rd person context rather than the 1st. Events should be dated and listed with the most recent first. All materials must be submitted electronically (in Word, PDF, or .jpg).

Applications for this award must include:

1. Nomination Form (Form B).
2. Official Endorsement Form (Form C).
3. A program description that includes the following sections (limit to a total of two pages):
  - The program's innovative or unique characteristics.
  - The program's impact on students and the community.
  - The teacher's effectiveness.
4. Support: On a separate sheet for each heading please describe the following in regards to the candidate (limit to one page per heading):
  - Professional Memberships and Activities (must include dates of service).
  - Professional Contributions (may include presentations and publications).
  - Education and Experience Background (to include educational preparation and work experience, including dates for each activity listed).
  - Civic and Community Involvement (to include civic, fraternal and/or honorary memberships and community activities or contributions).
5. Letters of support (no more than 6 pages). For this award letters must be from:
  - The candidate's immediate supervisor.
  - An administrator.
  - A current or former student.
  - A parent or community lay person.
  - Two additional letters of choice.
6. Photograph: (digital photographs should be at least 300 dpi and in a .jpg format).

All materials must be submitted electronically as a complete package. No supplementary materials may be submitted; items not outlined above will be discarded before judging. All procedures must be followed for an application to be considered. Applications that do not follow these procedures will be rejected.

All applications must be submitted to the appropriate OkACTE Division Awards Chair by the division deadline as shown on page 4 of the Awards Forms and forwarded by the OkACTE Division Awards Chair to [charder@okacte.org](mailto:charder@okacte.org) at OkACTE by 5:00 p.m., April 30. Any application received after the deadline may be subject to having points deducted by the Awards Committee.

### **IN-PERSON INTERVIEW**

A selection committee within the appropriate division will evaluate each dossier, using the Oklahoma ACTE New Professional Awards Committee Evaluation Form. The division selection committee will interview finalists.

One person from each division will be recommended to the Oklahoma ACTE Awards Committee as that division's candidate for the New Professional Award. The Oklahoma ACTE awards committee will interview individuals selected by each division as New Professional candidates on Monday, August 3, 2009 at the Annual Convention in Oklahoma City, OK. Interviewees will be evaluated on their knowledge and interpretation of critical issues in career and technical education, philosophy of career and technical education, ability to communicate, and poise and presence.

### **DEADLINE**

All materials must be submitted to the appropriate Division Awards Chair by the Division deadlines and forwarded by the Division Awards Chair to [charder@okacte.org](mailto:charder@okacte.org) in the Oklahoma ACTE office by 5:00 p.m., April 30, 2009.