

**PALMYRA AREA CHAMBER OF COMMERCE**  
“Bringing Business and Community Together”  
**ANNUAL AWARDS**  
**NOMINATING CRITERIA & GUIDELINES**

**Deadline for all nominations is December 23, 2016**

**CITIZEN OF THE YEAR**

**Criteria**

- Has recently made or is making a significant contribution toward the welfare and betterment of the Palmyra community through involvement and participation
- Consistently demonstrated excellence in professional and civic leadership
- Given freely of her/his time and energy contributing to positive economic growth and stability for our area.

**Guidelines**

Include the following specifics in your nomination letter:

- A brief history of the nominee’s work background & involvement in civic and/or social organizations
- The difference the nominee has made & why it is important
- Examples of her/his achievement(s) from first-hand experience or a range of views & perspectives
- What impact has he/she had?
- What makes this nominee different than the others?

**VOLUNTEER OF THE YEAR**

**Criteria**

- Has consistently demonstrated qualities of compassion, and service to either one organization or a variety of volunteer activities in the Palmyra community
- Has helped inspire and mobilize others to work together
- The charitable activities / events or service listed on the application cannot be part of the nominee’s job description or duties, and the individual cannot receive any monetary or personal benefits from their involvement

**Guidelines**

Include the following specifics in your nomination letter:

- Describe how your nominee has provided significant volunteer service to community (Examples: Participation in church groups, mentoring programs, school or community activities, disaster relief efforts, cultural or environmental programs, community or service groups, etc.)
- What makes this nominee different than the others?

**EDUCATOR OF THE YEAR**

**Criteria**

- Has influenced or inspired you or someone you know; nominations for *Educator of the Year* don’t have to be for a schoolteacher but may be for any individual who positively guides youth or trains others.

- Uses meaningful and engaging methods to deliver curriculum and impact those taught
- Has developed relationships with students, families, and coworkers that have earned her/him the respect and admiration of these groups

### **Guidelines**

Include the following specifics in your nomination letter:

- What has the teacher accomplished, & how have those accomplishments impacted student lives?
- Give examples of what the teacher has done to exceed expectations: i.e. names of students helped & how, or personal examples of what this teacher has done to help you.
- Describe how this teacher's actions have impacted the life or lives of students, perhaps even long-term

### **Nomination Procedures**

Every citizen in Palmyra and its surrounding area is eligible for these awards without regard to race, creed, or gender. Consideration will not be limited to achievements of contributions during the year immediately preceding the year of the award, but shall be cumulative over a period of years in the community.

Nominations for CITIZEN OF THE YEAR, VOLUNTEER OF THE YEAR, AND EDUCATOR OF THE YEAR may be typed, word processed or handwritten and returned via email, US postal mail or in person to:

Palmyra Chamber of Commerce  
P.O. Box 446  
417 S. Main  
Palmyra, MO 63461  
[palmyrachamber@gmail.com](mailto:palmyrachamber@gmail.com).

The deadline for all nominations is December 27, 2016. The Palmyra Chamber Board of Directors will act as the selection committee and will review the submitted nomination forms. The identity of the winners is kept secret and will be announced at the Palmyra Chamber of Commerce Annual Banquet on Thursday, January 5, 2017.