



Dear Colleague:

On behalf of the Officers and Board of Directors of NC-IPMA, the **North Carolina Chapter of the International Public Management Association for Human Resources (IPMA-HR)**, I am pleased to solicit your nominations for the **Annual Recognition Program**. The program recognizes excellence in the field of human resources as demonstrated by individuals and agency members. Nominations are now being received for the following award categories:

***Lifetime Achievement Award*** - presented to an individual who has made significant accomplishments in the field of public human resource management over the length of their career.

***Recognition Award*** - presented to member agencies (as a group or individuals) for introducing innovative and creative programs and for achieving high standards in select categories. Categories include:

- **Staffing**
- **Classification and Compensation**
- **Benefits**
- **Training and Career Development**
- **Communication and Employee Relations**
- **Equal Employment Opportunity/Diversity**

***Past President's Award*** - presented to a Past President of NC-IPMA who is still active and has been out of office for one (1) year or has retired from public service and has made noteworthy accomplishments.

***Myers Johnson New Member Award*** - presented to a new member for meritorious contributions and support to NC-IPMA during his/her first year of membership. This person will be acknowledged for their time, volunteer efforts, and willingness to help in a multitude of areas.

*Entry forms are enclosed. You are encouraged to submit innovative ideas from your organizations for consideration and/or to recommend a colleague for recognition.*

NC-IPMA will announce the awards in March at the NC-IPMA Annual Conference in Asheville. **We look forward to your nominations which must be received by February 14, 2020.** Please submit them to my attention: [scheeks@guilfordcountync.gov](mailto:scheeks@guilfordcountync.gov). Upon receipt of your entry, you should receive a confirmation email. If not, please contact me to ensure that your information was received. If you have any questions, you may contact me at 336-641-6655.

Thank you for your time and consideration,

*Sandra Cheeks*

Sandra Cheeks  
NC-IPMA President



**Lifetime Achievement Award**

**Entry Form**

(Instructions and Entry Form)

**Name of Individual You Wish to Nominate:** \_\_\_\_\_

**The Nominee's Employer:** \_\_\_\_\_

**\*Are you a current member of NC-IPMA? Yes \_\_\_ No \_\_\_**

Recognition Category: (Select one)

- Advancement of the Profession
- Leadership
- Service
- Time Requirement

In no more than five (5) pages of doubled-spaced typing, please describe and clearly detail the accomplishments and characteristics of the nominee that you believe justify consideration for the Lifetime Achievement Award.

Supplemental materials are attached: Yes \_\_\_ No \_\_\_

\_\_\_\_\_  
**Name (Printed)** **Date**

\_\_\_\_\_  
**Name (Signed)**

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

\*A current member of NC-IPMA must nominate the individual. Please submit one copy of your entry to [scheeks@guilfordcountync.gov](mailto:scheeks@guilfordcountync.gov).



**Recognition Award**

**Entry Form**

Name of Agency/Institution/Organization: \_\_\_\_\_

\*Are you a current member of NC-IPMA: Yes \_\_\_ No \_\_\_

Number of FTE permanent positions in your Personnel/Human Resources Department: \_\_\_\_\_

Entry Category:

- \_\_\_ Staffing
- \_\_\_ Classification/Compensation
- \_\_\_ Benefits/Safety/Risk Management
- \_\_\_ Training/Career Development
- \_\_\_ Communications/Employee Relations
- \_\_\_ Equal Employment Opportunity/ Diversity

Date of Project/Program Completion: \_\_\_\_\_

If project/program is not yet completed, briefly describe significant results to-date. Please give a brief description. \_\_\_\_\_

In no more than five (5) pages of double-spaced typing, please describe and clearly detail the following items, if appropriate:

- Project/ program objective(s)
- Project/program budget and finance
- Staffing levels and degree of involvement for program development, implementation and maintenance
- Project/program value - significance of results, immediate and long-term benefits
- Project/program innovation or uniqueness
- Project/program results
- Project/program adaptability
- Project/program efficiency - cost effectiveness, staffing, etc.
- Project/program contribution to Human Resources Management and image of agency/institution

Are you attaching any local news articles about the project/program, or brochures, etc., which help illustrate and provide an understanding of the written description? Yes \_\_\_ No \_\_\_

\_\_\_\_\_  
**Name (Printed)**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Name (Signed)**

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

\*A current member of NC-IPMA must nominate the agency. Please submit one copy of your entry to [scheeks@guilfordcountync.gov](mailto:scheeks@guilfordcountync.gov)



**Myers Johnson New Member Award**

**Entry Form**

Name of Individual You Wish to Nominate: \_\_\_\_\_

The Nominee's Employer: \_\_\_\_\_

Is the Individual a Current Member of NC-IPMA: Yes \_\_\_ No \_\_\_

Please describe your reasons for nominating the individual identified above. You may include attachments, if necessary.

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\_\_\_\_\_

\_\_\_\_\_  
**Name (Printed)** \_\_\_\_\_ **Date** \_\_\_\_\_

\_\_\_\_\_  
**Name (Signed)** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

\*A current member of NC-IPMA must nominate the individual. Please submit one copy of your entry to [scheeks@guilfordcountync.gov](mailto:scheeks@guilfordcountync.gov)



**Past President's Award**

**Entry Form**

Name of Individual You Wish to Nominate: \_\_\_\_\_

The Nominee's Current/Former Employer: \_\_\_\_\_

Nominee's Date of Retirement: \_\_\_\_\_

The above Nominee must meet one of the following criteria:

- Served the full term as NC-IPMA President, unless there was an unforeseen circumstance that prevented their serving the full term, and has been out of office for one (1) year; or
- Retired from public service in North Carolina.

In no more than two (2) pages of doubled-spaced typing, please describe, in detail, any accomplishments and/or outstanding characteristics of the nominee that you believe deserves consideration for the Past President's Award.

Supplemental materials are attached: Yes \_\_\_ No \_\_\_

\_\_\_\_\_  
**Name (Printed)** **Date**

\_\_\_\_\_  
**Name (Signed)**

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

\*A current member of NC-IPMA must nominate the individual. Please submit one copy of your entry to [scheeks@guilfordcountync.gov](mailto:scheeks@guilfordcountync.gov)