



Leadership Award – Administrator/Supervisor Level

All FSNA Award Submissions are due May 1st

Each year, FSNA honors school foodservice nutrition professionals with the Leadership Award. This award recognizes an individual who has applied his or her leadership skills, creative approach to leadership, and/or successful completion of an Association project. Individuals must be nominated by the person's supervisors, staff, or fellow SFS professional.

The nominee must be:

- A Foodservice Administrator/Supervisor: School Nutrition Directors, Supervisors, Specialists, Executive Chefs working in a school nutrition program at the school district level.
- An active SNA Member
- An active FSNA Member (you have to be a member of both organizations)
- Hold an active SNA Certification (any level) and/or SNS Credential

How to Apply:

- Complete the Entry Form (pg 2). Must be submitted as a Microsoft Word document.
- Complete the Nomination Essay (pg 3). Must be submitted as a Microsoft Word document. Images are allowed and must be inserted directly onto the document pages.
- Upload both files (and up to three supporting files) to the FSNA Dropbox:
<https://www.dropbox.com/request/Fnl7c7R07u3FSRZkArRp>
 - Please save your documents as "Award Name and Level_Nominee Name"
 - eg – "Leadership Administrator/Supervisor Level_Jane Doe".
 - If you have multiple documents you may add a number at the end of the name, eg "Leadership Administrator/Supervisor Level_Jane Doe1" and "Leadership Administrator/Supervisor Level_Jane Doe2"

Judging

Judging will be done by members of the FSNA Scholarships and Awards Committee. Judging will be based on the following criteria:

1. Official forms used and all sections completed
2. How well the nominee has shared their foodservice knowledge/expertise with their peer members
3. How well the nominee has lead their peers
 - a. Promotion of membership and certification
 - b. Communication with local chapter members
 - c. Demonstrating outstanding support for the children in the community of nutrition program
4. Quality of essay
5. Layout and presentation of essay

Recognition

The winner shall receive recognition and an engraved plaque at the FSNA Annual Conference & Expo. All eligible nominees will receive a nomination certificate.

All presentations and submissions including photos and videos may be shown at any FSNA Event and/or on the FSNA Website and/or used in any FSNA publication.

Leadership Award – Administrator/Supervisor Entry Form:

You must use this form—other forms will not be accepted and your entry will be disqualified. Please fill out carefully and completely. The information on this form will be used to create the FSNA awards presentation, and nominee certificates, and winner plaques.

Name of Nominee: _____

Email: _____

School/Office Name: _____

County: _____ **FSNA Region #:** _____

Nominated by (Name): _____

Email: _____

School/Office Name: _____

County: _____ **FSNA Region #:** _____

By completing this form and submitting the award, you are attesting that the above information as well as the award entry information and documentation are accurate and true to the best of your knowledge.

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Nomination Essay

Explain the reason(s) why you have nominated this individual for this award. Provide details and examples of how the nominee has applied his or her leadership skills, creative approach to leadership, and/or successful completion of an Association project. You can use as much space as necessary to answer the question completely. Refer to the judging qualifications on Page 1 for specifics on what to cover. There is not a minimum or maximum word count.