

2017 BEV MILLER MEMORIAL AWARD

NOMINATION FORM

The Beverly Miller Memorial Award is presented to an individual staff member of Gymnastics Canada or a provincial/territorial gymnastics organization (member of GCG) for long-time exceptional administrative excellence and leadership.

Beverly Miller provided exceptional administrative service and leadership as the Executive Assistant for Gymnastics Canada for more than 30 years. She was an administrative leader in all program areas where she provided exemplary services to athletes, coaches, judges, and volunteers and also served as the secretary and administrative assistant for the Board of Directors.

Primary criteria:

- Minimum of 10 years of exceptional administrative leadership within a Canadian gymnastics organization as a staff member;
- Performed in a variety of key administrative roles within a gymnastics organization;
 - Roles could include, but are not limited to: administrative support to various programs and/or committees, communications, record keeping, administrative innovation, support to major events/competitions, etc.
- Impact on the gymnastics community;
- Dedication to the advancement of gymnastics.

Other criteria:

- Exceptional volunteer contributions to gymnastics and/or associated organizations;
- Other major contributions to national, provincial and/or local sport organizations.

The nomination form is in three parts:

Part 1: Provide a brief overview of the nominee's contributions to Canadian gymnastics and outline the levels of involvement using one or two sentences.

Part 2: Describe the specific nature of the nominee's involvement, as well as the overall impact the nominee has had on the Canadian gymnastics community. Please outline the areas and estimate the number of people who have benefited from the nominee's contribution if possible.

Part 3: Provide other supporting details of the nominee's contribution. This could include (but is not restricted to): a list of publications/manuals written, other awards received, athlete results, etc. Maximum of five (5) pages.

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2017 Nomination Form

The nomination form includes two (2) pages plus a checklist. Please complete all pages and include up to five (5) pages of supporting documentation.

NOMINEE INFORMATION

Name: _____ Gender (optional): Male / Female

Home address: _____

Home address line 2: _____

City: _____ Prov/Terr: _____ Postal Code: _____

Phone: _____ Email: _____

Current Position:

Title: _____

Organization: _____

Start Date: _____

NOMINATOR INFORMATION

Name: _____ Gender (optional): Male / Female

Home address: _____

Home address line 2: _____

City: _____ Prov/Terr: _____ Postal Code: _____

Phone: _____ Email: _____

Current Position:

Title: _____

Organization: _____

Start Date: _____

NOMINEE'S CONTRIBUTION

Provide a brief overview of the nominee's contribution to Canadian gymnastics. Should outline the level of involvement using one or two sentences.

NOMINEE'S INVOLVEMENT

Describe the specific nature of the nominee's involvement, as well as the overall impact the nominee has had on the Canadian gymnastics community.

SUBMISSION CHECKLIST

Please ensure that the nomination package is complete. Incomplete packages will not be considered. A complete package includes:

- Completed nominee information form
- Completed nominator information form
- Nominee's contributions form
- Nominee's involvement form
- Supporting documentation (max 5 pages)

Complete nomination packages must be received by February 27, 2017

Please send completed nomination packages to:

Gymnastics Canada
Awards Committee
Attention Mary DeGrasse
1900 City Park Drive, Suite 120
Ottawa, ON
K1J 1A3
Email: mdegrasse@gymcan.org
Fax: 613.748.5691

For more information, please contact Mary DeGrasse at 613.748.5637 x 224