



Developing Current and Future Leaders

MSFCA Fire Officer of the Year Award

Nomination Form

Nominator Contact Information

Nominator: _____

Organization: _____

Address: _____

Phone Number: _____

Signature: _____ Date: _____

Nominee Information

Nominee: _____

Organization: _____

Address: _____

Phone Number: _____

Length of Service: _____ Length of Time at Current Organization: _____

Community Population: _____

Narrative Instructions

Please give a detailed description as to why your candidate is being nominated for Fire Officer of the Year. The description shall include examples of accomplishments that have occurred within the past three (3) years. In addition, please describe the candidate's fire service experience and education to assist the committee in better understanding the nominee. More weight will be given to those individuals who have affected a broader area within the fire service than those who have not. Your narrative shall give examples of programs that s/he has implemented, training that s/he has conducted, incidents that your candidate has commanded, etc. Be specific and include dates if possible. Feel free to attached media articles, pictures, or web addresses to support your nomination. The committee reserves the right to reject an application because information is either missing or does not meet the intent of the award. The form shall be signed by the nominator and turned in to the awards committee prior to the **deadline of July 31st**.

Thank you for taking the time to nominate a peer! Your nomination shows that you are a leader within the fire service. Doing so is truly one of the nicest things you can do for them!

Narrative

A large, empty rectangular box with a thin black border, intended for a narrative response.

MSFCA Fire Officer of the Year Award

Each year up to two Fire Officer of the Year awards are presented to very deserving members of the fire service. One award is presented to an officer from a city whose population is under 10,000 and the other award is presented to an officer whose city's population is over 10,000.

Individuals who are eligible for nomination and selection as Fire Officer of the Year are limited to active officers of departments. Qualified individuals include; Chief, Assistant Chief, Captain, Lieutenant, Training Officer, Fire Marshal, etc.

Selection criteria will emphasize leadership, innovation, professional development, integrity, service to the public and contributions to the fire service as a whole. All of a nominee's fire service activities and accomplishments will be considered, but, because this is the Fire Officer of the Year award, special emphasis will be placed on the last three (3) year period. A nominee's command role at a major emergency incident, while relevant, will not be enough to place that individual into contention for the award.

Nomination Process

Nominations may be only submitted through the MSFCA Executive Director. The nominator is responsible for notifying their candidate and ensuring that s/he is willing to participate in our final selection process.

Nomination Format

1. Official nomination form
2. Current résumé detailing the candidate's involvement in the fire service.
3. Up to six other documents supporting the candidate's nomination, such as award citations, newspaper articles, or letters of recommendation from appropriate elected or appointed officials.

No campaigning is permitted. The nomination form and supporting documents comprise the entire documentation for a candidate's nomination. Neither the nominee nor anyone representing him or her is to contact the awards committee member(s) once the nomination has been made and before the final selection has been made. Any violations of this will subject the nominee to disqualification.

Deadline

The deadline for nomination packages to be received at the MSFCA office is **July 31st** each year.

The Selection Process

The nomination packages will be reviewed by the MSFCA Awards Selection Subcommittee's appointed panel to select the winners. MSFCA reserves the right to omit an award. Winners will be announced and presentations made at the MSFCA Annual Conference. Photos will be published in the Quarter 4 issue of the Minnesota Fire Chief Magazine.

Mailing Address

Minnesota State Fire Chiefs Association
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Milwaukee, WI 53214

Contact Information

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