

Template Instructions – Appointments

TEMPLATE INSTRUCTIONS: Use this template to nominate a person for a **Leadership Commendation Appointment or a National Appointment**. This template is typewritten and the font size should not be smaller than 9 point. **Submit this template as the original .doc file format and ALL other supporting artifacts (such as scanned .PDF signature pages) to the applicable review/approval officers in accordance with local Division Policy.**

NOTE: This template is “protected” to prevent alteration and to preserve the structure and format integrity. The .doc file extension is backward compatible to MS Office Word 97-2003. If file protection is disabled, enable it again before submitting to the Approval chain. **DO NOT change any template field structure/format/titles or file extensions.**

- **Date prepared:** The date the submission is prepared by the Sponsor. (Date prepared format = Mmm DD YYYY) **Example: Jan 25 2020**

- Check the appropriate box for a **Leadership Commendation Appointment (LCA) or National Appointment (NA)**.

Section 1-5 – Fill out sections accurately. **Enter the name as currently reflected on the nominee's National profile.** Do not use nicknames.

Section 6 – Fill out **ALL** info fields in the “Send this award to” section with a **Name, Address** and the **Date Needed**. **At least 45 days prior to award presentation is required for processing.** (Date Needed format = Mmm DD YYYY) **Example: Jan 25 2020**

- **Public Posting Date:** The date the National office makes the award publicly visible in the recipient’s National profile Awards section. (Public Posting Date format = Mmm DD YYYY) **Example: Jan 25 2020**

APPROVAL CHAIN. When signing/dating the nomination form, the sponsor certifies that he or she knows the nominee personally and can vouch for the soundness of the nomination. (Date Signed format = Mmm DD YYYY) **Example: Jan 25 2020**

The NSP Patrol Director/Representative endorses the nominee and verifies the nominee’s classification, activity hours, awards, etc., of an NSP member, or the involvement in the sport of skiing of a non-member. The review board chair affirms that three or more members of the board have verified the eligibility of the nominee in accordance with NSP criteria. The Region Director certifies that the review board has reviewed the nomination. The nomination is forwarded to the Division review board chair or to the Division Awards Advisor. If the nominee is one of the officers required to sign the form, type the word *Nominee* in that “Printed Name” field and the form sent to the next officer on the list.

Section 7 - Nominee must have been an active member for a minimum of 8 seasons. One season must have been at the senior level.

Section 8 - Describe leadership qualifications in 8a, b, and/or c as they apply.

Section 8a - List elected or appointed positions, committee work, or demonstrated leadership that benefits the NSP beyond the patrol level (region, division, national).

Section 8b - List number of seasons served as an exceptional instructor. This can include being a CPR instructor. Give a description of course and hours involved.

Section 8c - List area(s) that nominee showed exceptional performance as a NSP Patrol Director/Representative. This may include new programs established for the patrol, negotiations with management that have enhanced the patrol, or other ski area concerns.

Section 9 - List the nominee’s specific contributions to the NSP at all levels. This should include offices held, committee work, patrol activities, etc.

Section 10- List and describe classes, lectures, or other ski safety involvement nominee has had with the skiing public. This may include skier education teams at areas and/or middle school or high school presentations, bus lectures, ski train lectures, etc.

Section 11 - List all NSP awards and/or other ski safety awards.

Section 12 - Sponsor’s Recommendation - All nominations must include a sponsor’s recommendation. The recommendation should be brief but complete and cross reference supplemental data to the numbered sections on the nomination form and **Emphasize “EXCEPTIONAL” Contributions/Leadership.**

Submit this template as the original .doc file format and ALL other supporting artifacts (such as scanned .PDF signature pages) to the applicable review/approval officers in accordance with local Division Policy.

DIVISION WILL REMOVE THIS INSTRUCTION PAGE PRIOR TO SUBMISSION



NATIONAL SKI PATROL
 133 South Van Gordon, Suite 100
 Lakewood, CO 80228-1706

Date prepared: _____

**Please refer to the current version of NSP Policies and Procedures
 for award guidelines before completing this form.**

**45 DAYS ARE REQUIRED BY THE NATIONAL OFFICE FOR PROCESSING AND MAILING OF AWARDS FROM THE DATE
 RECEIVED AT THE NATIONAL OFFICE**

**NOMINATION
 APPOINTMENT**

Leadership Commendation Appointment (LCA) National Appointment (NA)

1. Nominee's Name: _____ NSP ID: # _____
2. Mailing Address: _____
3. Date of original NSP registration: _____ as a member of the _____ Patrol
4. Now registered with the _____ Patrol _____ Division
5. Sponsor's Name: _____ Sponsor's Appointment: # _____
6. Send this award to: _____ Date Needed: _____
 Mailing Address: _____ Public Posting Date: _____

APPROVALS **Printed Name & Member ID** **Signature** **Date Signed**

APPROVALS	Printed Name & Member ID	Signature	Date Signed
Sponsor			
NSP Patrol Director / Representative			
Review Board Chair			
Region Representative			
Division Awards Advisor			
Division Director / Designee			
National Awards Advisor			

7. Active Patrol Experience (minimum 8 continuous years required; 1 full year as a senior):

Total Years Patrolling:		years	<input type="checkbox"/> Patroller:		years	<input type="checkbox"/> Alpine/Nordic Patroller:		years
<input type="checkbox"/> Candidate:		years	<input type="checkbox"/> Senior Patroller:		years	<input type="checkbox"/> Senior Alpine/Nordic Patroller:		years
						<input type="checkbox"/> Certified / Nordic Master:		years

Indicate the starting and ending Year first, then list/describe the pertinent information for Sections, 8, 9, 10 and 11 below. Attach additional pages as necessary, referring to the appropriate section of this form.

8. Must have demonstrated **"EXCEPTIONAL"** leadership that benefits the NSP

a. Beyond the patrol level: (Section, Region, Division, National)

b. **And/Or** serving two or more ski seasons as an Instructor/Instructor Trainer in a program beneficial to the NSP.

Number of seasons, course descriptions and hours served:

c. **And/Or** exceptional performance as NSP Patrol Director / Representative (explain):

9. NSP Organization History: List leadership positions, committee assignments, patrol activities, etc.

10. Skiing public and skier safety education (lectures, projects, interaction with the skiing public):

11: NSP Awards (list Year first and what award was achieved):

12. Sponsor's Recommendation (**Emphasize "EXCEPTIONAL" Contributions/Leadership**):