

## SCHOOL NURSE OF THE YEAR (SNOY) NOMINATION INFORMATION

### Eligibility:

This award recognizes an outstanding school nurse for his/ her contributions to the school and community. To be eligible for this award, your school nurse must meet the following criteria:

I-Is a registered professional nurse

- a. certified by Maine DOE
- b. currently practicing as a school nurse

II- Has been practicing school nursing for a minimum of five (5) years

III-Is a member of the Maine Association School Nurses (MASN) this year and last year

IV- Shows evidence of excellence in school nursing practice.

### Nomination Process:

Nomination form deadline is June 1 (needs to be postmarked by this date).

Nomination forms can be accessed online at the web page, [www.maineschoolnurse.org](http://www.maineschoolnurse.org). Information must be typed (minimum 12pt). You may also include a maximum of five letters of recommendation. These can be from supervisors, colleagues, parents, students or community leaders. Letters should describe specific issues or topics related to the nomination criteria.

Please send original packet plus **3 copies** to: School Nurse of the Year Coordinator (listed on web page &/or Nomination Form)

### Selection process (criteria and scoring process):

Each nomination is reviewed by the selection committee, which consists of a minimum of three MASN board members. Each of the categories listed below is rated on a point system of 0 to 5 (five). Zero would indicate no supporting documentation and five indicating greater than average supporting documentation. Please see SNOY nomination form for more detail information on describing outstanding performance in the following areas:

**Provider of care** – expertise in school nursing practice

**Program management** – effective management of school health program

**Health education** – excellence in health teaching

**Professional development** – leadership &/or participation in professional

**Community involvement** – service to school community

**Research** – role in or utilization of nursing research

The selection committee encourages the nominator to inform candidate of his/her nomination. This will help to clearly identify how the candidate meets the selection criteria. The candidate is required to highlight any specific accomplishments by submitting a “curriculum vitae” in the nominations packet. This is a summary of his/her educational and academic background. Its purpose is to outline his/her credentials for the nomination. It would include (but is not limited to) education, awards/honors, grants, research experience, teaching experience, publications and presentations, related Professional Experiences, professional memberships/associations and references.

Term Of Tenure:

This year's School Nurse of the Year term runs from MASN Fall meeting to end of that school year

Responsibilities of SNOY :

The School Nurse of the Year will represent the MASN throughout her/his year tenure. She/he may be asked to act of spokesperson and be available for press opportunities. She/he will be expected to help in the selection process of her/his successor.

Checklist for Nominations:

Nomination form

Letters of recommendation (maximum of 5)

Curriculum vitae from the nominee

Detailed written content