



City of Waterloo Senior of the Year

Nomination Form

This form, completed in its entirety, must be received by **2 p.m. on March 31, 2020**. Mail or deliver

to:
Waterloo Senior of the Year Award
Wing 404 Rotary Adult Centre and Adult Recreation Centre 510
Dutton Drive
Waterloo, ON N2L 4C6

Nominee Information (person nominated for consideration as City of Waterloo Senior of the Year):

Name:

Address:

City: Prov.: Postal Code:

Telephone: (residence) (business)

E-mail:

Date of Birth:

Occupation:

Year of retirement:

Nominator's Information (person submitting the nomination):

Date of submission:

Name:

Address:

City: Prov.: Postal Code:

Telephone: (residence) (business)

E-mail:

Criteria for the City of Waterloo Senior of the Year Award:

The nominee, who is at least 65 years old, will have:

- a distinguished, well-rounded record of community service demonstrated through participation and leadership of community organizations and institutions
- been an upstanding citizen and model of behaviour in and for various organizations
- contributed to the life of the City of Waterloo
- possibly been recognized for service to the broader community (province, country, internationally)

- identifiable activities that have brought attention/recognition to the individual

Required information:

Please briefly provide information about the nominee in the six (6) categories below. Use the space provided for responses, or append responses that correspond to the numbering and order of the categories.

Reminders to the nominator:

- be direct, and use concrete examples to illustrate points
- please respond to all categories
- focus on facts and evidence
- emphasize what stands out about the nominee, and then provide evidence

1. Background information:

- List the organizations/institutions/clubs to which the nominee belongs or has belonged
- If possible, itemize the length of service in each
- Identify the roles held in the organizations

2. Community service:

- Describe the significant role(s) that the nominee has played in the community
- Indicate how the nominee’s roles changed or evolved in his/her service
- Describe the nominee’s achievements/accomplishments/service over time: What roles did he/she play in each organization? How did his/her commitment and participation benefit the organization and its community? What forms has the nominee’s involvement taken (tasks, projects, events, etc.)?

3. Community contribution:

- Itemize the achievements or contributions made by the nominee that have benefited an individual, group, or the greater community
- Identify any challenges that the nominee incurred in serving in the organizations or in achieving outcomes
- Describe the impact of the nominee’s participation on the organization and/or community

4. Exceptional accomplishments:

- Itemize any of the nominee’s accomplishments that have been previously recognized
- Describe how the accomplishments/achievements have made a difference to life in the City of Waterloo and/or the broader community

5. Citizenship and advocacy:

- Explain or describe how the nominee has engaged others in collective efforts to make a difference in the City of Waterloo and/or the broader community
- Describe the ways in which the candidate has acted as a role model or inspiration for others, and how he/she has demonstrated values to others

6. Evidence to support the nomination:

- You, as nominator, are invited to submit a limited number of attachments providing evidence of the nominee's accomplishments/achievements/service. Consider things like newspaper articles, on-line articles, YouTube videos, commentaries from peers, feedback from events, etc.
- You may want to include *not more than two (2)* letters of support. Try to ensure that the letters provide different perspectives on the nominee; in other words, don't tell the same story twice
- Please do not include the nominee's resumés, CVs, or job descriptions

Timelines for nominations:

A nomination for the Waterloo Senior of the Year is valid for three years. If at first the nomination is not successful, it remains in play for two more years. Nominators may revise the nomination if needed.

If, at the end of three years, the nominee has not been selected, then the nomination is dropped.

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*Waterloo Senior of the Year Award
Wing 404 Rotary Adult Centre and Adult Recreation Centre 510 Dutton
Drive Waterloo, ON N2L 4C6*

To the extent that the foregoing information constitutes personal information as defined in the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, chapter M.56 as amended, the information is subject to provisions of that Act and will be used for the purpose of selecting a Senior of the Year. Questions about the collection of personal information should be directed to the City Clerk, Waterloo City Centre, 100 Regina Street South, Waterloo, Ontario, N2J 4A8, telephone (519) 886-1550.