

**GUIDELINES FOR USM-AOP
EDUCATIONAL ADMINISTRATOR OF THE YEAR**

1. Any dues-paid member of USM-AOP may submit nomination(s) for this award.
2. Candidates for this award must be currently employed by The University of Southern Mississippi as an educational administrator.
3. Candidates must have been employed in the capacity of an educational administrator at USM for a **minimum of three (3) years**.
4. Candidates for this award must be member of the national educational association which represents the candidate's professional occupation.
5. Candidates for this award should preferably be known to all members of USM-AOP.
6. Nominations must be submitted to the Affiliations Committee Chairman, Cindy Walker, at Box 5014, no later than **Friday, May 1, 2020**. Nomination packets received after this date will not be considered.
7. Please include **three (3)** letters of recommendation – one from the person nominating and two others. Any awards, honors and/or certificates may be included.
8. Complete information is needed in order for the Affiliations Committee to make a valid selection.
9. The 2017-18 recipient, Rusty Anderson, and is ineligible for nomination.

The recipient of this award will be recognized at the annual Membership Recognition Luncheon.