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2012 Adult Craft Instructor of the Year  
Nomination Form

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# 2012 Adult Craft Instructor of the Year

**Purpose:** This State award recognizes creativity, positive attitude, and the ability to transfer knowledge through good communication skills and innovative teaching to promote lifelong learning to our future workforce. The winner will best embody the merit shop ideals through superior effort and talent as recognized by others.

**Eligibility:** Nominees for the Craft Instructor of the Year Award must meet the following eligibility requirements:

- 1—Currently teaches at a Mississippi ABC member firm or the Mississippi Construction Education Foundation.
- 2— Must have a minimum of three continuous years as a craft instructor or possess the equivalent experience as an instructor.
- 3- Previous National, State and Regional Craft Instructor of the Year winners are ineligible.

**Deadline:** The nomination package must be submitted by Friday September 30 , 2012.

**Schedule:** October 14, 2012— State Award Winner will be announced via emailed press release to members and nominators.

November 3, 2012—The State Award Winner will be invited to attend the 2012 MSABC Merit Awards and will be recognized during the awards presentation.

**Awards:** The Award Winner will receive a \$500 cash award and a plaque recognizing the 2012 Craft Instructor of the Year.

**Questions:** Contact Herb Ward at [herb@msabc.net](mailto:herb@msabc.net) or 601- 944-0421

## SEND COMPLETED NOMINATION FORMS TO:

Mississippi Associated Builders & Contractors  
Attn: Herb Ward, Workforce Development & Education  
P. O. Drawer 16522  
Jackson, MS 39236

**\*\*\* LATE ENTRIES WILL NOT BE PROCESSED \*\*\***

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**Nomination Checklist: (To be completed by the nominator)**

- \_\_\_\_\_ Completed Nomination Form
- \_\_\_\_\_ Nomination letter/recommendation prepared by an ABC Member or School Administrator
- \_\_\_\_\_ Resume outlining the nominee's education, training, work experience, and professional development activities. (Two page maximum)
- \_\_\_\_\_ Student feedback forms (sample attached) from selected students. Six maximum. Must be hand written.
- \_\_\_\_\_ Recognition from industry, community, or civic organizations, if applicable.
- \_\_\_\_\_ Submission of no more that four classroom instruction photos.
- \_\_\_\_\_ Media Release Permission Statement signed by nominee.
- \_\_\_\_\_ Enclosed \$50 entry fee payable to Mississippi ABC.

## 2012 Craft Instructor of the Year Nomination Form

Nominee Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Nominee Phone: \_\_\_\_\_ Nominee Email: \_\_\_\_\_

Classes: \_\_\_\_\_

Nominated by: \_\_\_\_\_

Nominator Title/Position: \_\_\_\_\_

Company: \_\_\_\_\_

Company Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Nominator Phone: \_\_\_\_\_ Nominator Email: \_\_\_\_\_

Nominator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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## Nominator Questionnaire: (To be completed by the Nominator)

To the best of your ability, please answer the five questions below as they relate to your nominee. Cite examples where appropriate. Please limit your answers to one page per question. Your nominee will be evaluated on the answers to these questions as well as other information submitted with this form.

- 1—What motivates the nominee to train others? Why does he/she teach?
  
- 2—Describe the nominee's teaching style. How does he/she make an impact on students? Discuss innovative/creative techniques, processes, or teaching aids that he/she employs to enhance instruction
  
- 3—How does the nominee describe the benefits of training to students? List specific advantages.
  
- 4—How does the nominee participate in promoting craft training? Provide some examples.
  
- 5—Give specific examples of how your nominee is recognized by others as being a "model instructor."

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## Media Release Permission Statement

The information contained within this application, photographs taken at all events, and all additional items required (such as copies of certificates) are property of the Mississippi Associated Builders & Contractors and the Mississippi Construction Education Foundation, and can be used at MABC's and MCEF's discretion. Please sign below stating that you agree to give MABC and MCEF permission to use this information for media purposes.

Nominee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# 2012 Adult Craft Instructor of the Year



## Student Feedback Form

Nominating Company: \_\_\_\_\_

Instructor's Name: \_\_\_\_\_

Student's Name: \_\_\_\_\_

Date: \_\_\_\_\_

*Please rate the instructor on the following criteria, where 1 is LOW and 5 is HIGH.*

<b>1. Creativity:</b> How well does the instructor introduce new ideas into the classroom? Does he/she use alternative approaches to ensure that students understand important principles, concepts, or processes?	Low 1	2	Average 3	4	High 5
<b>2. Responsiveness:</b> How responsive is the instructor in the following up on students' request for information, listening to class concerns, and providing the resources needed to improve the learning environment, returning test scores and providing feedback about the results?	Low 1	2	Average 3	4	High 5
<b>3. Experience:</b> Does the instructor seem to have an in-depth knowledge of the subject matter? Can the instructor relate to actual field experiences that positively demonstrate and reinforce content being expressed?	Low 1	2	Average 3	4	High 5
<b>4. Communication:</b> Is the instructor able to explain the subject so that students can understand the information being provided? Is information provided in a clear and concise matter.	Low 1	2	Average 3	4	High 5
<b>5. Availability:</b> How readily available is the instructor to students during class time? Outside the classroom?	Low 1	2	Average 3	4	High 5
<b>6. Classroom Management:</b> Does every student feel welcome when they enter the classroom? Do students feel free to participate in classroom discussions and other activities? Is the class completed on time? Is the classroom under control?	Low 1	2	Average 3	4	High 5
<b>7. Positive Attitude:</b> Does the instructor maintain a positive instructor-student relationship even in difficult situations?	Low 1	2	Average 3	4	High 5

