This award is given to a member of ASHA who has demonstrated exceptional service and leadership in the area of school health coordination.

**Part I: CRITERIA**

Nominees shall have demonstrated excellence in the following areas:

- **Use of a Needs Assessment:** The nominee demonstrates knowledge of and application of health theories, application of needs assessment, data collection, interpretation and use of results for the progression of coordinated school health.

- **Ability to Communicate with School, Families and Community: Inspiration/Mentoring:** The nominee demonstrates effective written, oral, and electronic communication with a plethora of stakeholders and students involved in school health. The documentation shows the ability to network, uses professional language, effectively uses conflict resolution and negotiation skills.

- **Develop and Manage School Health Programming:** The nominee demonstrates the ability to implement the CDC CSH model, uses CDC SLIMS and the School Health Index. The nominee demonstrates effective grant writing, ability to build capacity for support for school health, ability to collaborate and cooperate with school health leaders and team members, uses best practices, demonstrates effective budget management and develops and delivers professional development.

- **Evaluate the Effectiveness of School Health Efforts:** The nominee uses data to make decisions for school health programming and problem-solving and has specific training in school health coordination.

- **Advocacy:** The nominee demonstrates marketing skills, policy development and effectively advocates at the local, state and national leaders for coordinated school health and the improvement of health, social, emotional and academic outcomes for school-aged children.

**Part II: HEALTH COORDINATOR AWARD PROCESS**

- **Step 1:** One person completes and submits the Background Information Nomination Form.
- **Step 2:** Three persons submit letters of recommendation for the nominee addressing the area(s) of excellence. One of the three persons **must be an ASHA member**. No letter of recommendation may be longer than two pages. No more than five artifacts are submitted demonstrating the evidence of all leadership areas. No artifact may be larger than three pages.
- **Step 3:** The Health Coordinator Section Advocacy Committee reviews and rates the nominations based on the established criteria.
- **Step 4:** The award winner is selected and the recipient and recommenders are notified. The award is presented to the recipient at the ASHA Annual Conference.
STEP 1: Background Information Nomination Form

My nomination for the American School Health Association Health Coordinator Award is:

Name: __________________________________________

Address: __________________________________________

________________________________________________________________________

City State Zip Code

E-Mail: ___________________________ Phone: ________________________

School District or Agency: __________________________________________

Position Title: __________________________________________

Administrator/Supervisor: __________________________________________

Address: __________________________________________

________________________________________________________________________

City State Zip Code

Email: ___________________________ Phone: ________________________

Chief State School Officer: __________________________________________

(i.e. State Superintendent/Secretary of Education)

Address: __________________________________________

________________________________________________________________________

City State Zip Code

Telephone: (____) __________________ Fax: (____) __________________

District Administrator (Superintendent): __________________________

District Administrator Contact Information: __________________________
STEP 2: Criteria Documentation in Letters of Recommendation (3 required)

Include three letters of recommendation, of which at least one is from an ASHA member, specifically addressing the scoring criteria and describing how the Nominee has demonstrated excellence in Health Coordination in the following areas: Needs Assessment, Communication, Developing and Managing CSH, Evaluation of Effectiveness of CSH, and Advocacy. (Each may be no more than two pages)

1. Provide up to five artifacts specifically demonstrating excellence in Health Coordination in the following areas: Needs Assessment, Communication, Developing and Managing CSH, Evaluation of Effectiveness of CSH, and Advocacy. (Each may be no more than three pages)

2. Provide up to five artifacts specifically demonstrating excellence in Health Coordination in the following areas: Needs Assessment, Communication, Developing and Managing CSH, Evaluation of Effectiveness of CSH, and Advocacy. (Each may be no more than three pages)

Nomination submitted by: __________________________________________

Street Address: _______________________________________________________________________

City, State, Zip: _______________________________________________________________________

Home Telephone: ( ) _____________________ Work Telephone: ( ) _____________________

E-Mail: ______________________________

ASHA Membership #: ___________________

Please send nomination materials to Abby Brdlik at abrdlik@ashaweb.org by 5:00 pm EST on Tuesday, April 15th, 2014.

The School Health Coordinator of the Year Award will be presented at the 88th Annual School Health Conference October 9-11, 2014 in Portland, Oregon.

American School Health Association
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