

## Illinois Academic Librarian of the Year Award Nomination Guidelines and Requirements

***Please note that this is only a guideline and not the nomination submission form.***

Nominee:

[First name, Last name]

[College/University Name]

[Address]

[City, State, Zip]

[Phone]

[Email]

Nominator:

[First Name, Last Name]

[Library or Business Name]

[Address]

[City], [State] [Zip Code]

[Phone]

[Email]

### **Required Statement: 1 + page(s)**

*Please note that this document is a guide. The number and order of paragraphs do not need to be followed. To make sure your final document is a complete nomination, always refer back to the award criteria on the ILA website.*

Paragraph 1:

Describe the nominee's current position in an academic or research library. Nominee must be a personal member of ILA or be employed at an ILA member institution.

Paragraph 2:

Explain how nominee has distinguished themselves through service to ILA, IACRL Forum, or related organizations.

Paragraphs 3-5:

Provide examples of significant library service and/or research; list publications by the nominee; and library programs planned and implemented by the nominee. Describe how they have exhibited leadership and exemplary library service in an academic setting.

Paragraph 6:

Summary, include any other information which supports the nomination of the individual for this award.

**Optional additional documentation: 1 + page(s)**

Attach any support documents (if applicable) that illustrate achievements.