



## Nomination for GWRC Administrator of the Year



### Description/Overview:

Each local council of VSRA is challenged to select its “most outstanding administrator of literacy.” This award recognizes an administrator, at the school through district levels, whose commitment to literacy is exemplary and unparalleled. The GWRC Administrator of the Year Committee will review all information received, convene a selection meeting, select our local winner, and will forward the winning recipient’s application on to VSRA for consideration for the JAMES D. MULLINS LEADERSHIP AWARD awarded annually at the state conference.

### VSRA JAMES D. MULLINS LEADERSHIP AWARD DESCRIPTION

This award was established in 1994 to recognize administrators who show exceptional support of reading. The nominee is a strong advocate for reading, teachers and children; has a vision for a school or school system; consistency makes decisions based on a belief system, is creative in finding resources to support reading programs, and is a strong supporter of reading and/or VSRA or other reading-oriented organizations or groups.

### Eligibility:

The candidate must be a member of the local reading council for at least one year prior to selection. The candidate should be an administrator for at least three years and consistent in support of reading during that time.

**Due Date: September 30, 2015**

**Instructions/Requirements:** B and C typed in at least a 12 point font size. Identifying information (name, school name) must be omitted from documentation except for required on items A, D, and E. Application should be submitted in this order.

**A. Applications for Nomination, GWRC and VSRA.**

**B. Three letters of recommendation not to exceed 2 pages each, two sets.** These letters should not have the candidate’s name or name of school. This is to ensure that only the merits and efforts of the candidate are being considered. One letter **must** be from a current GWRC member. Two sets are requested, one for the GWRC committee and one for the VSRA committee.

The three letters of support should contain evidence that the nominee has a vision for a school or a school system and consistently makes decisions based on this belief system; is a strong advocate for reading, teachers, and students; is creative in finding resources to support reading programs; and is a strong supporter of GWRC or other reading/literacy-oriented organizations or groups.

**C. Candidate's vitae, limited to 250 words (VSRA requirement):** Include educational background, professional experience (last five years), publications, and affiliations.

**D. Digital and print photographs.** One photograph on digital disc and one printed copy must include candidate's name, address, and local council on the back. Photographs will be used with both GWRC and possibly with VSRA.

**E. Membership Verification Form.** This form will be completed by the current GWRC President and Membership Chairs and added to the completed candidate packet. The verification assures that the candidate has been a member of the local and state councils for the year prior to nomination and during the current year of nomination.

**Please note: Nomination packets containing notebooks, more than three letters of support, or any material other than that requested will not be considered.**

Mail Nomination Packets To:

**Jeannie Lambert**  
**Hutchinson Farm Elementary School**  
42819 Center St.  
South Riding, VA 20152

## Nomination for GWRC Administrator of the Year

**Name:** \_\_\_\_\_

**Title/Position:** \_\_\_\_\_

**School Division:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

**Nominator Address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Day Phone:** \_\_\_\_\_

**Evening Phone:** \_\_\_\_\_

*The GWRC Administrator of the Year will be recognized at the annual Fall Conference.*

**Membership Verification  
for GWRC Reading Teacher of the Year \_\_\_\_\_**

**Nominee's Name:** \_\_\_\_\_

**Verification:**

I verify that the above named nominee is a member of the **Greater Washington Reading Council (GWRC)** for at least one year. The nominee will be able to attend the VSRA Conference (yes or no)

Date \_\_\_\_\_ in \_\_\_\_\_ (place).

Local Council President's Signature

\_\_\_\_\_

Local Council President's Printed Name

\_\_\_\_\_

*This document is to be completed by the current GWRC President and Membership Chair.*