



ATHENA AWARD

2020 Athena Award Nomination Form

The ATHENA Award honors individuals who strive toward the highest levels of professional accomplishment: women who excel in their chosen field, have devoted time and energy to their community in a meaningful way and also open doors so that others may follow in their path.

QUALIFICATIONS

- Nominee must have a proven record of contribution to the business and/or financial growth of her company or organization.
- Nominee must demonstrate ongoing advancement or progressive job growth in her career, as well as significant leadership accomplishments and other achievements and milestones along the way.
- Nominee must possess a minimum of 5 (five) years of professional business experience.
- Nominee is not required to be a member of the Chamber or to be employed by a Chamber member firm. However, her employment must be within the Chamber service area of the Mahoning Valley.
- Nominee may be from either for-profit or not-for-profit sectors.
- Previous ATHENA nominees are eligible for nomination.
- ATHENA Award co-presenter, The Vindicator, members of the ATHENA Committee and Selection Committee are not eligible for nomination.

EVALUATION CATEGORIES & CRITERIA

Nominee will be evaluated according to the following categories:

- BUSINESS/PROFESSIONAL ACHIEVEMENTS** 60%
- Demonstrate significant, measurable achievements that have produced exceptional organizational impact. Areas of concentration include profitability and/or financial impact, quality, customer/employee satisfaction and strategic planning.
- COMMUNITY SERVICE** 20%
- Provide valuable leadership service to the community.
- SUPPORT FOR PROFESSIONAL WOMEN** 20%
- Exhibit active support for and involvement in the goals of professional women, beyond regular job responsibilities.

SELECTION PROCESS

- A Selection Committee comprised of prominent business leaders from our community and past ATHENA recipients will review all nominations to ensure that candidates fit the qualifications of an ATHENA nominee. All finalists will receive a confirmation letter and ATHENA Nominee Questionnaire by Wednesday, March 18, 2020, and must be available for orientation from 2:30-5pm on Tuesday, April 14, 2020.
- All ATHENA nominees will be recognized, and the 2018 ATHENA Award recipient will be announced, at the ATHENA Award Dinner on Thursday, May 14, 2020 at Waypoint 4180 in Canfield.
- Separate invitations will be mailed in April for the dinner.

NOMINATION PROCEDURE

- Nominator is required to make a courtesy phone call to Kim Calvert, Vice President of Marketing and Member Services at the Regional Chamber, at 330.744.2131, ext. 1235, to prevent duplication of nominees, as well as to ensure the potential nominee fits the criteria.
- Complete the nomination form as thoroughly as possible to ensure a comprehensive profile of the nominee.
- A current resume must accompany all registration forms.
- Completed nomination forms must be received **NO LATER THAN MONDAY, MARCH 2, 2020.**



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COMPLETING THE FORM

- Nominations for the ATHENA Award must be submitted using this nomination form.
- Digital versions of this nomination form will be accepted. This form is fillable but requires the latest version of Adobe Acrobat or Reader. Save the file and email it to the address listed below. If you have trouble with this form or prefer a hard copy, please contact Jacci Horvath at 330.744.2131, ext. 1218 or jacci@regionalchamber.com for assistance.
- **We cannot accept handwritten nomination forms.**
- Nominees are strongly encouraged to assist in completing the form.

RETURN COMPLETED FORM AND RESUME TO:

ATHENA Award
c/o Regional Chamber
11 Central Square, Suite 1600
Youngstown, OH 44503

OR: Fax: 330.746.0330 | Email: kim@regionalchamber.com

NOMINEE

Name: Title:

Company/Organization (if applicable):

Preferred Address:

City: State: Zip:

Phone: Fax:

Email:

NOMINATOR

Name: Title:

Company/Organization (if applicable):

Preferred Address:

City: State: Zip:

Phone: Fax:

Email:

Please review the nomination form carefully to assure that responses are comprehensive and quantifiable.



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NOTE: It is important to provide **SPECIFIC EXAMPLES** of the nominee’s significant, measurable contributions that resulted in exceptional impact to the organization. Please be as specific as possible in your descriptions — dates, positions held, etc. — as this information is very important to the selection process.

BUSINESS AND PROFESSIONAL ACCOMPLISHMENTS 60%

List and describe the significant contributions that the nominee has made to her organization. Address specific contributions in areas such as quality of the organization’s products and/or services, increased customer and/or employee satisfaction, etc. Include impact on growth or financial growth.

[Large empty light blue box for business and professional accomplishments]

List any examples of how the nominee’s professional contributions have been acknowledged by her organization and/or profession. Include awards/ recognition.

[Large empty light blue box for professional acknowledgments]



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COMMUNITY SERVICE 20%

List specific examples in which the nominee has demonstrated leadership roles in community service and how the contributions have benefited the community.

[Empty text area for community service examples]

SUPPORT FOR PROFESSIONAL WOMEN 20%

List specific examples of how the nominee has actively mentored young women or contributed to the growth and development of professional women beyond daily/regular job responsibilities.

[Empty text area for support for professional women examples]

ADDITIONAL INFORMATION PERTAINING TO CRITERIA

If appropriate, discuss briefly any additional factors you feel are important for consideration of the nominee, such as professional articles published, leadership roles in professional associations, personal triumphs, etc.

[Empty text area for additional information]

— REMINDER: include current resume with nomination form —