Youth Services Librarian of the Year Award Nomination Guidelines and Requirements

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

Nominee:  [First Name, Last Name]
   [Library or Business Name]
   [Address]
   [City], [State] [Zip Code]
   [Phone] [Email]

Nominator:  [First Name, Last Name]
   [Library or Business Name]
   [Address]
   [City], [State] [Zip Code]
   [Phone]
   [Email]

**Required Statement (no more than 4 pages)**

*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

Introduction of nominee; relationship of nominator to nominee; brief outline of key points of nominee’s recommendation for the award. Nominee must be a personal member of ILA or be employed at an ILA member institution.

Paragraphs 2-4

Highlight various programs nominee has created, examples of nominee’s service to the library profession, and participation in professional organizations.

Paragraphs 5-7

How the nominee has cooperated with community partners, examples of the reach and impact on outside organizations.

Closing paragraph

Summary of nominee’s eligibility. Nominator’s reasons for nominating candidate.

**Optional letters of reference (up to 3)**