

Virginia State Firefighter's Association

Fire Chief of the Year Award Guidelines

The Awards Committee will be responsible for selecting the top Fire Chief of the Year throughout the entire Commonwealth of Virginia. This is done through nominations from members of individual members companies and/or departments from within the Virginia Firefighter's Association. Each nomination must be submitted on a Fire Department letterhead along with the VSFA Fire Chief of the Year award application and a Picture of the nominee.

The Fire Chief of the Year award is a very prestigious award. Only one individual is selected each year. The award is presented to the winning individual during the Annual Conference of the Virginia State Firefighter's Association held in August each year.

The Fire Chief of the Year award will be judged on what the nominee has done during the 12-month time period of May 15th thru May 15th preceding the annual conference. Some examples the award will be judged on are outstanding citizenship, i.e.; outstanding local citizenship within his/her department; leading his/her department to become more involved in fire inspections, fire prevention, public safety in general; outstanding work in regional fire association; outstanding work done on behalf of the Virginia State Firefighter's Association; etc.

PLEASE NOTE: This award will not be judged on acts of heroism. All heroism nominations are to be directed to the Secretary of the Virginia State Firefighter's Association.

Award Rules: The rules and guidelines for the Fire Chief of the Year are as follows:

- 1. Nominee must be from a member department of the Virginia State Firefighter's Association.**
- 2. Any active member of a Department of the Virginia State Firefighter's Association may submit the name of a nominee for the award. i.e. person from an Association member department may submit the name of a nominee of another department so long as the nominee's department belongs to the VSFA.**
- 3. Nominations must be submitted on an individual basis only on Department letterhead or stationary along with the official Virginia State Firefighter's Association Firefighter of the Year Application attached as well. The person submitting the nomination must sign the form. A photograph of the nominee must be submitted with the form and becomes the property of the VSFA. (Applications can be obtained from the VSFA website – www.vsfa.org)**
- 4. Nomination must be submitted to the Chairman of the VSFA Awards Committee and received by no later than June 1st of each year. Any nomination received after this date will not be considered. Mailing address for the entries are as follows:**

**Richard W. Harris, Chairman
VSFA Awards Committee
P.O. Box 404
Kenbridge, VA 23944**

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Fire Chief of the Year Award Guidelines Continued

5. This award will be for the 12-month period of time between May 15th and May 15th previous to the annual VSFA Conference. (For example, a recipient for the time period of May 15, 2008 thru May 15, 2009 will be awarded in August of 2009 and will be known as the 2009 Recipient)
6. Award will be made in the form of a plaque and any other recognition as determined by the VSFA and will be made at the VSFA annual conference held in August.
7. Awarding of a plaque and any recognition will be made by the President of the Virginia State Firefighter's Association or his designee.
8. The selection as made by the Awards Committee shall be final and no appeal can be made to their decision.
9. The Awards Committee is not required to select a recipient each year if they do not have sufficient nominations or if nominations are not made in proper form.
10. The "Fire Chief of the Year" award shall be reserved for Fire Chiefs Only as the VSFA also recognizes the "Firefighter of the year as well as the "EMS Provider of the Year" in a separate award. This will not preclude a person who is both a EMS Provider and a Firefighter from being nominated, however the Awards Committee, will only consider accomplishments that refer to the Fire Chief's position in making this award.
11. The VSFA will maintain a record of each person annually selected as "Fire Chief of the Year", the year selected, and the agency or department represented. The names, year selected and department or agency represented shall be printed from year to year in the Conference program book as well as the association's "Red Book".
12. Only one name may be submitted on the application as this award is not for a team effort but on individual merit.