

Virginia State Firefighter's Association

VSFA Committee Person of the Year Award Guidelines

The Awards Committee will be responsible for selecting the VSFA Committee Person of the Year recipient. This is done through nominations made from individual departments and/or rescue squads from within the Virginia Firefighter's Association. Nominations can also be made by officers and/or executive committee members comprising the VSFA Executive Committee. Each Nomination must be submitted on a Fire Department or Rescue Squad Agency letterhead if from a department and/or squad, and on a regular letterhead if from a Member of the VSFA Executive Committee along with the VSFA Committee Person of the Year award application and a Picture of the nominee.

The VSFA Committee Person 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 by; outstanding services to the Virginia State Firefighter's Association on the committee or committees comprising the VSFA; working with other committee members to carry out the mission of the committee; active participation at the committee level representing VSFA at various state or local functions or meetings to carry out the mission of the committee; active participation at the annual conference; and etc.

Award Rules: The rules and guidelines for the VSFA Committee Person of the Year are as follows:

1. Nominee must be a current member of the VSFA committee or committees during the time period of the award.
2. Nominee must be a regular member of a Department and/or Rescue squad that belongs to the Virginia State Firefighter's Association.
3. Any active member of a department or rescue squad of the Virginia State Firefighter's association and/or current member of the VSFA Committee(s) may submit the name of a nominee for this award. i.e. a person from an association member department or rescue squad may submit the name of a nominee of another department so long as nominee's department belongs to the Virginia State Firefighter's Association.
4. Nominations must be submitted only on Department letterhead or stationary along with the official VSFA Executive Committeeman Award Application form attached. 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)
5. 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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VSFA Committee Person of the Year Award Guidelines Continued

- 6. 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)**
- 7. The recipient of the award will be ineligible for the award again for twelve months so as to encourage other executive committee members to strive to obtain the award. i.e. a recipient of the award for the year 2009 will be ineligible for the award in 2010 but would then become eligible again in 2011.**
- 8. 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.**
- 9. The selection as made by the Awards Committee shall be final and no appeal can be made to their decision.**
- 10. The VSFA will maintain a record of each person annually selected as "VSFA Committee Person 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".**
- 11. The Awards Committee shall not be required to select a recipient each year if the committee does not have sufficient nominations or if nominations are not made in the proper form, or in the Awards Committee judgment, there are no nominations worthy of the award.**
- 12. Awarding of a plaque and any recognition will be made by the President of the Virginia State Firefighter's Association or his designee.**