

# The Joyce Richards Spirit of Volunteering Award

## Key Dates for 2011:

<b>Monday, April 18<sup>th</sup></b>	<b>Nominating process begins</b>
<b>Wednesday, May 4<sup>th</sup></b>	<b>Deadline for submitting nominations</b>
<b>Wednesday, May 18<sup>th</sup></b>	<b>Volunteer Luncheon – Recipient Announced</b>

## Overview:

Joyce Richards was a very special volunteer at Jacob Wismer. Her wonderful spirit, contributions and the special connections she made with students exemplifies what volunteerism is all about. Each year Jacob Wismer honors a volunteer that best reflects these attributes with the Joyce Richards Spirit of Volunteering Award. Beginning Monday, April 18<sup>th</sup>, nomination forms will be available in the main office as well as online (go to: [jacobwismerpto.org](http://jacobwismerpto.org)) for those wishing to nominate a current Jacob Wismer volunteer that best exhibits Joyce Richards' volunteer efforts. The window for submitting a nomination is from April 18<sup>th</sup> through May 4<sup>th</sup>. The Joyce Richards Nominating Committee will review the nominations to make a selection. The recipient will be recognized at the Jacob Wismer Volunteer Luncheon on May 18<sup>th</sup>, 2011. Please take this opportunity to recognize the hard work that the parent volunteers do at Jacob Wismer.

## General Information:

An award has been established in memory of Joyce Richards that is given to the person(s) who most exemplifies the spirit of volunteerism that Joyce possessed throughout her life. Every year, a Nominating Committee is established, which includes the Principal, PTO President, and Staff members, to review all nominations received and to select the recipient(s). The award will be presented at the annual Jacob Wismer Volunteer Appreciation Luncheon. The nominee(s) selected for the award will have her/his name(s) etched onto a plaque commemorating this award. The plaque will remain on display at the school.

## Nominating Procedures:

- For a nomination to be considered, the nomination form must be filled out completely and legibly (please type or print).
- Any individual or group may nominate more than one candidate; as well as nominate himself/herself.
- The number of years of volunteer service should not be considered the determining factor in the nominating or selection process.
- Nominations must be received no later than Wednesday, May 4<sup>th</sup>, 2011.
- Pertinent supplementary information may be submitted along with the entry form.
- Nominations will be solicited from the Jacob Wismer parent and staff community.

## Selection Criteria:

The nominations will be reviewed based on one or more of the criteria listed below:

- The Nominee has inspired others to cheerfully volunteer her/his time and energy to school activities.
- By attitude or deed, the Nominee has exhibited creativity, enthusiasm, leadership and/or responsibility and has encouraged these attributes in others.
- The Nominee has selflessly worked to contribute to an enriching experience for the students at Jacob Wismer. Relevant criteria in this category would include the love of working with children, a "can do" attitude, an ability to successfully accomplish tasks and willingness to serve where and when needed.
- The Nominee has shown exceptional volunteer spirit through a wide spectrum of activities in the Jacob Wismer community.

**Jacob Wismer Elementary School**  
**The Joyce Richards Spirit of Volunteering Award**  
**Nomination Form**

Please return completed forms to the Jacob Wismer front office.  
Nominations are due by **Wednesday, May 4<sup>th</sup>, 2011.**

<b>Nominee:</b>	
<b>Nominator:</b>	

**1) In what activities has the Nominee been involved? What role has the Nominee played?**

**2) What attitude does the Nominee bring to their volunteerism that makes them deserving of the Joyce Richards Spirit of Volunteering Award?**

**3) What impact has the Nominee's volunteerism had upon the quality of life in our school?**