

# OEA Education Support Professional Award

## 2018-2019 Application Guide

Some years ago, education support professionals were not members of the Ohio Education Association. Today, OEA Education Support Professional members are actively involved in the Association, in bargaining, political action, community organizing, and school restructuring efforts, as partners with their education colleagues.

Once a year, OEA/NEA members join school districts and communities on National Education Support Professional Day to honor the many dedicated education support professionals around the nation. The OEA Board of Directors approved a special annual honor, the OEA Education Support Professional Award, to further emphasize the contributions of education support professionals to their schools, communities, and all education workers.

OEA will present the Education Support Professional Award to an OEA member whose activities reflect the contributions of education support professionals to public education. Nominations may be submitted by any member and/or affiliate of the Ohio Education Association.

**Current association staff members are not eligible for this scholarship. In addition, OEA Awards and Scholarship Committee Members are not eligible for two years after completion of service on the committee to apply or to be nominated.**

The award will be presented at the OEA Spring Representative Assembly.

For additional information, please contact Awards by emailing to: [awards@ohea.org](mailto:awards@ohea.org)

**NOTE: The completed online application form for the ESP Professional Award must be received on or before **January 25, 2019**. Late nominations will not be considered.**

All nominees will receive notification of receipt of his/her application. The finalists may receive an interview request at the discretion of the committee. **Only complete applications will be considered. The OEA Awards and Scholarship Committee reserves the right to present no award or to refer an applicant to another award or scholarship.**

## Education Support Professional Award Checklist

Your online application must be received on or before January 25, 2019. **Only complete applications will be considered.** Please read the application carefully and be sure that you meet the criteria for this award.

### Checklist to Be Completed

- Yes, I am a unified member of the Ohio Education Association/NEA for 2018-2019.
- I have read the online application and I believe that I meet all of the criteria for this award
- I have signed the completed online application.
- My local President or Vice President has been notified of my application.
- My application includes one letter of recommendation.
- My application includes a narrative statement of 500 words or less.
- I have not previously received this award.

*Encouraged but not required...*

- My application includes additional information or evidence that will assist the committee in their decision process. Supporting documents may include but are not limited to printed articles, awards, recognitions, brochures, agendas, correspondence, websites, photos, etc. **\*\*Attachments are limited to 10 pages.\*\***

Your application must be received by January 25, 2019. **Late and/or incomplete applications will not be considered.**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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# 2018-2019 OEA Education Support Professional Award Application

## *Application Guide*

Nomination to be complete online at [www.ohea.org/scholarships-grant-awards](http://www.ohea.org/scholarships-grant-awards)

Once you begin the nomination you will not be able to save it until it is submitted. For this reason, it is recommended that you complete the long answer questions in a separate Word document first and then copy and paste your answers into the online form when ready.

### Criteria:

The purpose of the OEA Education Support Professional Award is to recognize an individual who shows outstanding accomplishments in one or more of the following areas:

- **Professional Practice:** Describe the worksite responsibilities and personal achievements the nominee has made in his/her classification or field. How has the nominee demonstrated leadership, creativity, and innovation at the worksite? How has his/her professional growth made a difference for the school, the students, and community?
- **Advocacy and Association Involvement:** In what ways does the nominee serve as an advocate in the day-to-day educational process, for members, for the profession, and for public education? How has the nominee's involvement in the Ohio Education Association or OEA affiliate(s) contributed to his/her success as a professional? How would he/she persuade a new colleague to join or become more active in the Association?
- **Community Engagement:** Specify in detail how the nominee has been involved in promoting public education in the community. In what other ways is the nominee involved in community activities/projects?
- **Personal Achievement:** How has the involvement in Association and community activities enabled the nominee to meet his/her own personal goals? What advice would the nominee give to someone entering the profession?
- **Enhancement of ESP Image:** Describe in detail how the nominee's activities have enhanced the image of Education Support Professionals at the worksite, in the Association, and in the community.
- Individual must have been an OEA member for three years as of July 29 of the award year.

### ESP Award Nomination Procedure

1. The screening committee will be the OEA Awards Committee. The Committee's recommendation for the OEA ESP Award will be forwarded to the OEA Board of Directors for consideration and approval.
2. The recipient of the OEA ESP Award qualifies as the OEA's nominee for the NEA ESP Award.
3. The recipient of the OEA ESP Award will be honored at the OEA Spring Representative Assembly.

**Nominator Information:**

Nominator (Please print) \_\_\_\_\_

Nominator's Signature \_\_\_\_\_ Membership No. \_\_\_\_\_

Local Association \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone (\_\_\_\_\_) \_\_\_\_\_ Work Phone (\_\_\_\_\_) \_\_\_\_\_

Home E-mail Address \_\_\_\_\_ Cell Phone (\_\_\_\_) \_\_\_\_\_

**Brief description of nominee: I hereby nominate the following person to receive the 2018-2019 OEA ESP Award:**

Nominee \_\_\_\_\_ Membership No. \_\_\_\_\_

Local Association \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone (\_\_\_\_\_) \_\_\_\_\_ Work Phone (\_\_\_\_\_) \_\_\_\_\_

Home E-mail Address \_\_\_\_\_ Cell Phone (\_\_\_\_) \_\_\_\_\_

Local President's Name \_\_\_\_\_

\_\_\_\_\_ Nominee's Local President or Vice-President has been notified of the nomination.

**Narrative:**

Please give reasons for nomination and the qualifications of the nominee in 100 words or less. You may also include supporting documents to substantiate your nomination.

Why do you feel this individual member should receive this award? Please give specific examples of the contributions and activities of the education support professional member to his/her schools, communities and to education workers (include dates, news clippings, letters of endorsement, etc.).

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**NOTE:** All nominations submitted to OEA will be evaluated on the basis of criteria stated on the online application form. Online application must be received by **January 25, 2019**.

**Questions or Concerns?**

Please contact us at [awards@ohea.org](mailto:awards@ohea.org)



OHIO EDUCATION ASSOCIATION  
Awards and Scholarship  
Committee

614-227-3078

Toll free in Ohio 800-282-1500 ext. 3078

[www.ohea.org](http://www.ohea.org)

An affiliate of the National Education Association