

# Harold & Junice Wusterbarth VOLUNTEER SERVICE AWARD

## GUIDELINES

The Mohawk Valley Library System invites nominations for this year's Harold & Junice Wusterbarth Volunteer Service Award honoring an individual, an organization, a business or any other group for contributions of time and effort promoting libraries or furthering the work of a member library or the System. The award consists of a framed certificate and a \$200 voucher for library supplies which are to be identified by bookplates.

### ELIGIBILITY

- Any individual, group, organization, or business whose efforts have fostered or promoted your public library is eligible to receive the award.
- Nominations may be submitted by library or system staff, trustees, or Friends of the Library organizations.
- Staff members from member libraries and of the system are not eligible for nomination.
- Unsuccessful applications may be re-submitted for consideration in a subsequent year.
- Nominations should include a completed application and support materials (see Criteria section and application form).
- A previous award-winning individual, organization, or business may not be re-nominated.
- Nominations must be submitted electronically to the MVLS by the announced deadline.

### CRITERIA

Complete and sign application on the MVLS form. Attach up to 2 pages of supporting documentation.

Narrative to include some or all:

- |  |  |
|--|--|
| <input type="checkbox"/> connection of nominee to your library | <input type="checkbox"/> effect on library use/visibility/sustainability |
| <input type="checkbox"/> recognition of leadership qualities   | <input type="checkbox"/> documentation included                          |
| <input type="checkbox"/> clear description of contribution(s)  | <input type="checkbox"/> dates of activity                               |
| <input type="checkbox"/> community impact                      |  |

**SUPPORTING DOCUMENTATION** may include any of the following (2 pages maximum):

- |  |   |
|--|---|
| <input type="checkbox"/> press releases                | <input type="checkbox"/> interviews or other solicited comments |
| <input type="checkbox"/> photos of activities          | <input type="checkbox"/> link to library website                |
| <input type="checkbox"/> presentations on or off- site | <input type="checkbox"/> other                                  |
| <input type="checkbox"/> publicity                     |   |

### SELECTION AND AWARD ANNOUNCEMENT

- The MVLS Awards Committee, appointed annually by the MVLS Board of Trustees, reviews and selects the award recipient based on the application materials.
- The Committee may disqualify a nomination that does not meet the eligibility guidelines or criteria for the award.
- The Awards Committee will inform the winning library of the award in advance of the MVLS Annual Meeting.
- The Volunteer Service Award is presented annually at the MVLS Annual Dinner Meeting.
- MVLS informs local media of the winner of the Service Award and provides information about the nature of the recipient's service.

*Disclaimer: The Awards Committee and the MVLS Board of Trustees reserve the right to not present the Award.*