



ROGER W. JONES

AWARD

★ ★ ★ ★ ★ ★ *for* ★ ★ ★ ★ ★ ★

**EXECUTIVE
LEADERSHIP**

Nomination Package Checklist

Nominee

- A brief biographical sketch including employment and significant awards (not to exceed two pages)
- A narrative description of the nominee's superior leadership that resulted in outstanding organizational achievement, making clear the achievement's nature and significance and the career executives specific role (not to exceed three pages)
- A narrative description of the nominee's strong commitment to effective continuity of government, through successful development of managers and executives, including the nominee's specific actions and success in institutionalizing the development of career executives and individual managers and executives (not to exceed three pages)
- Assigned cover letter from the head of the agency, or other appropriate administration appointee, recommending the nominee for the award.
- A professional, high resolution headshot of the nominee.

Nominator

- A brief biographical sketch including employment and significant awards (not to exceed two pages)
- A professional, high resolution headshot of the nominator.

Where to Submit Nomination Package

Nominations are due February 3, 2020 and may be submitted by here:

<https://bit.ly/2LWa5wZ>

The 2019/20 winners will be announced in April 2020 with the awards presented at the 11th Annual Key Executive Leadership Conference in Spring 2020. (the date and location are to be determined)