



ATHENA Award & ATHENA Young Professional Award Nomination Instructions & Form

The ATHENA Award, an honor awarded internationally, recognizes exemplary achievement and challenges its recipients with a continued sense of responsibility, support, and leadership. While individual accomplishments are acknowledged, it is the collective progress of ALL women that ATHENA truly celebrates. The ATHENA Award honors individuals who strive toward the highest levels of personal and professional accomplishment, who excel in their chosen field, devote time and energy to their community in a meaningful way, and forge paths of leadership for others to follow.

Please check which award you will be submitting for nomination:

- The **ATHENA Award**
- The **ATHENA Young Professional Award** (between 21-39 years of age)

The Criteria

ATHENA Recipients must meet each of the following three (3) criteria:

- ◆ Demonstrate excellence, creativity, and initiative in their business or profession
- ◆ Provide valuable service to improve the quality of life for others in their community
- ◆ Assist women in reaching their full leadership potential

Completing the Form

- ◆ Nominations for the ATHENA Award and ATHENA Young Professional Award must be submitted following the outline on the back and be included with this nomination form.
- ◆ You may include two additional pages of supporting documents (i.e. resume, etc.)
- ◆ The information submitted should support the award criteria of achievement, leadership and service.
- ◆ Nomination packets must be typed, double spaced, and single sided. Do not bind.
- ◆ Please review the nomination form carefully to ensure that comprehensive, quantitative information is supplied which demonstrates the involvement, achievement, and leadership accomplishments of your nominee.

The Process

A Selection Committee consisting of 5-15 leaders from the community will review all nomination forms and select the ATHENA Award and ATHENA Young Professional Award Recipients.

The ATHENA Award Recipient and the ATHENA Young Professional Award Recipient will be announced on May 22, 2009 at the 30th Annual Women in Business Seminar.

Return Completed Form by **April 23, 2010** to:

Kankakee Regional Chamber of Commerce
Attn: Athena Selection Committee
1137 E 5000 N Rd.
Bourbonnais, IL 60914

OR fax to: (815) 933-7675



NOMINEE

Date: _____

Name: _____

Home Address: _____

City: _____ State: _____ Zip/Postal Code: _____

Phone: _____ Email: _____

Company/Organization Name: _____

Title/Position: _____

Business Address: _____

City: _____ State: _____ Zip/Postal Code: _____

Work Phone: _____ Business Email: _____

NOMINATOR

Name: _____

Company/Organization Name: _____

Title/Position: _____

Business Address: _____

City: _____ State: _____ Zip/Postal Code: _____

Phone: _____ Email: _____

Please type and submit responses according to the following outline with this nomination form.

I. PROFESSIONAL LEADERSHIP

Provide specific examples of how the nominee has demonstrated excellence, creativity and initiative in their business or profession.

II. COMMUNITY SERVICE

List local, state, national and international level participation. Include length of service and offices held in civic and service organizations such as charitable activities, political pursuits, religious groups, chambers of commerce, merchants' associations, etc.

III. PERSONAL LEADERSHIP

Provide specific examples of how the nominee has assisted others in reaching their full leadership potential, and/or demonstrated support for their professional advancement.

IV. ADDITIONAL INFORMATION PERTAINING TO CRITERIA

Include any additional information you feel is important for consideration of your nominee. List awards, honors received, publications or articles supporting service to their profession, industry or community.