

2nd Annual AGC Education Excellence Awards – 2010

Instructor of the Year

Eligibility: The AGC Education Excellence Awards are open to all AGC general and specialty contractor members in good standing, AGC Chapters, and individuals employed by these organizations. In the event of a joint venture, the primary applicant should meet the above criteria. Nominations must be submitted by principals or officers of organizations, or with their permission. One nomination is permitted per firm per category. Nominated programs must be in progress during the 2009-2010 award period. Self-nominations and nominations from third parties will be accepted. Ongoing programs may only be submitted once for consideration in any category for the life of the EEA program unless major elements are changed and can be demonstrated.

Submission requirements: All materials must be submitted on **one CD, DVD, or thumb drive**. Documents must be in 12-point Times New Roman. **Submissions must include:**

1. A cover letter stating the organization's mission and vision as it relates to performance enhancement and the learning program. Describe how the applicant demonstrated excellence and why it should receive an AGC EEA.
2. The completed application form.
3. Additional materials relevant to the program that may include: photos; PowerPoint presentations; video clips (only 1 per entry, no longer than 5 minutes); letters of recommendation; testimonials; student evaluation results; media coverage, etc.
4. A \$250 donation payable to: "AGC Education & Research Foundation."

Deadline: All items must be received by AGC of America by **5:00 PM EDT on May 5, 2010**. Applicants will be notified upon receipt of submission.

Notification: Award winners will be notified no later than July 30, 2010.

Awards presentation: Winners will be honored at a ceremony during the 4th Annual AGC Training & Development Conference to be held October 2010.

Submit all materials to: AGC of America
Attn: Education Excellence Awards
2300 Wilson Blvd., Suite 400
Arlington, VA 22201
Phone: (703) 837-5366

Send an email with the delivery service and tracking number to: Meri Woods, woodsm@agc.org

Special instructions:

- Please submit application in original PDF format. If you choose to answer the questions on separate paper, please remember to number the questions appropriately, eg. Part B 1, B2, etc.
- Please limit your answers to no more than 500 words per question.
- The preferred submission format is one PDF file that begins with a cover letter, followed by the answers to the application questions, followed by supplemental materials.
- Please label each file with your company name and award (eg: JKL Company_ craft EEA).
- Try to avoid submitting documents in hard-to-read typefaces, with type over photos, or anything else that will make it difficult to review the application.
- Please verify CD or DVD functionality prior to submission.
- Photos should be pasted into a Microsoft Word document, given captions, and saved as a PDF.

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The Instructor of the Year EEA will honor one exceptional construction industry trainer. Instructors considered may conduct training for personnel at any level of the commercial construction industry, including: apprentices, journeymen, foremen, supervisors, superintendents, project managers, executives, or others. Applicants must demonstrate how the instructor enhanced performance, contributed jobsite success, and furthered the professionalism of the industry. Innovative tools, program materials, resources, etc. should be provided. Feedback and/or commentary from those trained by the instructor could help distinguish nominations.

Part A. Contact Information

1. Is this application for a member or a Chapter award? _____
2. Name of primary contact: _____
3. Primary contact's AGC of America ID: _____
4. Primary contact's email address: _____
5. Company or Chapter name: _____
6. Company/Chapter AGC of America ID: _____
7. Address: _____
8. City: _____ State: _____ Zip: _____

Chapters: Please skip questions A9 & A10.

9. Estimated annual volume of work put in place by your firm: _____
10. Number of people employed by your firm (in peak season): _____

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Part B: Instructor Information

- 1. Name of instructor: _____**
- 2. What is the title of the course(s) taught by this instructor?**
- 3. What segment(s) of the industry is targeted by the course(s) taught by this instructor?**
- 4. What job functions/titles is the course(s) targeted to?**
- 5. How many individuals will complete the course(s) taught by this instructor this year?**
- 6. How long has the firm/Chapter been conducting the course(s) now taught by this instructor?**

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7. How long has this instructor been teaching for the firm/Chapter?

8. How many individuals have completed the course(s) taught by this instructor?

9. How has this instructor improved the course(s) over the years?

10. How is this instructor's success measured (participant evaluations, number of people trained, etc.)?

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11. What tools, programs, materials, and resources does this instructor use?

12. Has this instructor created any materials or innovative techniques specifically for the course(s)?

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13. What teaching methods does this instructor use, what has been their impact, and how has that impact been evaluated?

14. Cite up to five examples of past students' practical application of the course material in their work environment.

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15. How does this instructor stay current with industry trends and expectations?

16. Has this instructor and/or program received any recognition or awards? If so, please name.

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- 17. Has this instructor applied for this award previously and, if so, how has the instructor changed his/her course(s) and/or teaching methods?**