

# 2<sup>nd</sup> Annual AGC Education Excellence Awards – 2010

## Supervisory Training

**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 4<sup>th</sup> 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](mailto: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 supervisory training EEA will honor exceptional and innovative professional development programs for construction supervision. Programs considered offer training to construction site foremen, supervisors, and/or superintendents. Applicants must demonstrate how their successful program enhanced performance, improved productivity, contributed jobsite success, and furthered the field of supervision. Tools, program materials, resources, etc. should be provided. Program feedback and/or commentary from supervisors trained 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: Program Information

1. Type of supervisory training: \_\_\_\_\_
2. Program delivery method(s) (check all that apply)
  - Live, instructor-led real classroom
  - Live, instructor-led virtual (online, webinar, audio conference) classroom
  - Self-paced online (networked)
  - Self-paced stand alone (non-networked) computer-based (i.e. CD-ROM)
  - Other technology e.g., mobile (PDA, MP3, cell phone) or other (videotape, audio CD)
  - Self-paced non-technology delivered (i.e. print)
  - On-the-job training
  - Other (please specify): \_\_\_\_\_
3. How many individuals will complete the program this year?
4. How long has the firm/Chapter been conducting this program?
5. Which sector(s) of the construction industry (building, highway, utility, etc.) does this program target?
6. How many individuals have completed this program since its start?
7. What circumstances led your firm/Chapter to start this program?

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**8. What specific job functions are served by the supervisory training program?**

**9. What is the length (classroom and/or OJT hours) of the training program?**

**10. What training materials, learning tools or collateral materials are used to train supervisors during the program?**

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**11. How does your organization provide top-down support for this program?**

**12. Is your program approved or recognized by a professional organization? If yes, please name.**

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**13. How are participants' skills evaluated or assessed during and at the end of the program?**

**14. Does your training program require the use of assessments as part of the process for promotions and/or pay increases? If so, explain how this assessment is accomplished.**

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**15. How is safety education incorporated into this program?**

**16. What type of credential, certification or recognition do graduates receive?**

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**17. Please list any unique and/or innovative aspects of this program.**

**18. What plans do you have to expand this program?**

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**19. How does this program prepare individuals to supervise the field construction of a project, including its organization, planning, and scheduling, in order to complete the work safely, on time, within budget and to the quality specified?**

**20. How does the training program prepare supervisors to demonstrate effective leadership and communication in order to work with both internal staff and external parties to the construction project? How are the skills learned, assessed, quantified and tracked?**

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**21. Have you applied for this award previously and, if so, how have you improved this program?**