



## Director Award Recognition Program

Approved June 9, 2015

### Purpose...

To have prestigious awards consisting of three levels of recognition for the GWRRA Director Corps that acknowledges and honors notable Directors, who are industrious, dedicated, and worthy of consideration for further advancement. These levels will be...

- Senior Director
- Director Merit Award
- Director of the Year Award

Annually, GWRRA will recognize and honor outstanding Directors who have distinguished themselves through performance and dedication above their peers. Once a Director achieves Senior status, they qualify to be further recognized by being selected to receive the "Director Merit Award". From the pool of "Director Merit Award" recipients the "Director of the Year" will be selected.



The Design of the Director Award patch has provisions to add the "Position held", the "Merit Award" and the "Director of the Year" patch to the bottom of the initial senior patch as illustrated to the right.

Utilizing the pool of leadership talent available in Senior Officer Corps is an additional resource to share responsibilities and to assist in situations where an advisory team is needed.

Another objective is to increase the opportunities for qualified Officers to continue to develop personally and provide their Chapter, District or Region the benefit of their advanced skills and proven experience.

By offering a competitive environment we will encourage our Officers to be the best they can be and to provide a method to reward those who achieve superior levels of accomplishment.

### Candidates for Senior Recognition...

Officers who hold the position of Chapter Director, District Director or Region Director are eligible to be considered candidates for the Senior Officer designation provided that, when compared to their peers, they are **ABOVE AVERAGE** and excel in the execution of their position expectations. Only Officers who have distinguished themselves by demonstrating excellence in service to the Membership will be rewarded with this title.

The promotion to Senior Officer shall be reserved for those Officers who measure at least a four (4) on a scale of five to zero (5-0). The candidate must currently be in the position and have at least two years of experience to contribute to the Association at a level deserving of merit with respect to the appointment.

### **Criteria for Senior Candidate Consideration...**

#### **Nomination Criteria as a Leader**

- Appearance represents pride in GWRRA (wears 10" patch)
- Is recognized as a positive role model by their peers
- Is well respected, personable, and positively recognized by peers as an excellent Officer
- Is MEMBER focused and supports all aspects of the Association
- Is capable of managing disgruntled Members or leadership issues with fairness and integrity
- Is supportive in administration of GWRRA goals, policies and procedures
- Has implemented the teaching of the OCP and participated in other development training

#### **Nomination Criteria as a Facilitator**

- Conveys a positive attitude and has demonstrated the use of a Team approach
- Candidate has demonstrated excellent delegation skills involving Core and supporting Team members
- Candidate has demonstrated excellent coaching and mentoring skills with their Core and Supporting Team
- Candidate is a good steward for the Association, and a good fiscal manager
- Possesses written and excellent verbal communication skills

#### **Nomination Criteria as a Supporting Team Member**

- Takes objective instruction well from their appointing Officer
- Maintains good working relationship with District/Region Teams
- Supports GWRRA programs: Rider Ed, Leadership Training, Membership Enhancement
- Has a keen desire to advance to the next level

### **Nomination and Approval for a Senior Officer...**

It is the appointing officer's responsibility to exercise fairness and integrity in determining a candidate's worthiness for consideration of appointment to Senior Officer. Without bias, the appointing Officer must put forth a conscientious and thorough assessment of the candidate to be considered. Therefore, it is expected that any Senior Officer Candidate meet the above criteria and be able to fulfill the expectations of the Senior Officer position. The approval process for awarding the Senior Officer designation follows:

- Chapter Directors require the District Director to fill out the Director Award Nomination Form with the concurrence of both the District Core Team and the Region Director and fill out the Officer Appointment form.
- District Directors require the Region Director to fill out the Director Award Nomination Form with the concurrence of both the Region Core Team and the Deputy Director and fill out the Officer Appointment form.
- Region Directors the Deputy Director to fill out the Director Award Nomination Form with the concurrence of both the TEAM GWRRA Core Team and TEAM GWRRA Director and fill out the Officer Appointment form.

The Director Award Nomination Form with all signatures and the Officer Appointment Form shall be sent or emailed to the Deputy Director in charge of the Senior Program. Copies of paperwork concerning Senior Officer Appointments shall be maintained at the respective District and Region levels.

## **Expectations of Senior Officers...**

The primary expectation of a Senior Officer is their willingness and ability to assist their Appointing Officer and Core Team with task oriented assignments, while continuing to satisfy the demands and responsibilities of their current position. The Senior Officer Program is an opportunity to learn while doing and will provide the foundation for consideration of the next level of service.

### **The Senior Officer should fulfill the following expectations:**

- Be a positive **ROLE MODEL** for others to follow.
- Assist with mentoring and coaching of other volunteer Officers and Team Members
- Assist with the planning and staging of events and activities within the District and Region.
- Assist new Chapters with advice, expertise and coaching to develop a strong foundation of leadership.
- Assist other Chapters or Districts that may require support or experience in planning their gatherings or activities.
- Assist in the communication flow of the Association at all levels.
- Support the betterment of the Association in areas such as image, visibility, growth and retention.
- Endeavor to be a mediator and a solution minded problem solver for Officers and Members alike.
- Assist with targeting and developing new officer prospects.
- Be a vigilant steward of Association and Member assets and financial welfare.

## **Senior Officer Approvals...**

Officers appointed to the position of "Senior" will receive the Director Senior Award patch depicting their level, Chapter, District or Region and they will hold this designation for their life in GWRRA. You are highly encouraged to wear your Director Senior Award patch at all times. However, if you move up or down in a Director position, the Senior designation does not move into the new position. A Director can be considered again for a Director Senior Award in the new position they hold.

## **Candidates for Director Merit Award and Director of the Year Award...**

Annually, GWRRA recognizes and honors outstanding Senior Directors who have distinguished themselves through performance and dedication above their peers. These awards are announced and presented during the Opening Ceremonies at Wing Ding.

Nominations for recognition are requested from each of the Regions three (3) months prior to Wing Ding. Regions will request nominations from the District Director for consideration. Region Directors will review the nominations (and include the District Director for consideration as appropriate) and select those that are felt deserving of recognition. These will be submitted to the Deputy Director in charge of the Senior Program. Nominations are expected from all Regions.

All nominations submitted are considered for the Director Merit Award. While not a hard and fast rule, the Deputy Director in charge of the Senior Program attempts to recognize one outstanding Director from each Region.

From the Merit Award recipients, the Director of the Year Selection Committee will select a Director of the Year with concurrence of the GWRRA Director and Deputy Directors. Award recipients will not be revealed until Wing Ding.

### **Criteria for Director Merit Award and Director of the Year Award Consideration...**

The following criteria should be considered in the evaluation of potential nominees:

1. An active Senior Director and current member in good standing.
2. Actively and positively promotes all GWRRA REP, MEP, LTP programs in all aspects
3. Be current and active in the Rider Education Levels Program at a minimum of Level III
4. Assists their appointing Director with planning and execution of their GWRRA Programs and functions
5. Completes and submits Budget, Financial Report, and 990 return on time
6. Promotes, supports, and participates in many, if not all, of their sister Districts and Region functions and events
7. Actively works with their appointing Director to target and develop future leaders.
8. Through example demonstrates the teachings of the OCP by serving as an outstanding Team leader and a supporting Team Member.

### **Nomination for Approval Merit Award and Director of the Year Award...**

To be considered for these prestigious awards, nominations must be submitted with a written statement attesting to their activities and support, any unique qualities or accomplishments and other reasons for consideration. The written nomination material will be the only information considered during the selection process; therefore it must be as complete and descriptive as possible.

1. Chapter Directors require the written recommendation of the District Director and the concurrence of both the District Core Team and the Region Director.
2. District Directors require the written recommendation of the Region Director and the concurrence of both the Region Core Team and the Deputy Directors.
3. Region Directors require the recommendation of the Deputy Director with the concurrence of the Director of GWRRA and the Deputy Directors.

The written nomination material and the Director Award Nomination Form with all signatures and the Officer Appointment Form shall be sent or emailed to the Deputy Director in charge of the Senior Program. Copies of paperwork concerning Senior Officer Appointments shall be maintained at the respective District and Region levels. These materials will be used to determine the Merit Award winner from each Region and from those recipients the Director of the Year will be selected. Award recipients will not be revealed until Wing Ding.