



# ATMAE Early Career Achievement Award

**2019 Nomination Deadline: August 30, 2019**

**Purpose and Scope:** This award recognizes the superior performance and achievement of recent technology, management and applied engineering graduates who are members of ATMAE and who have demonstrated leadership and superior performance in business and industry.

In 2005, the NAIT Industry Division established an award, the Outstanding Early Achievement Award, to recognize outstanding achievements in the private sector by Industry Division members in the early years of their professional careers (the first seven years since graduation). Through the ATMAE Early Career Achievement Award (formerly the Outstanding Early Achievement Award), ATMAE will support the advancement of all new Industrial Technologists, Technology Managers, and Applied Engineers. The ATMAE Early Career Achievement Award will be awarded annually.

**The Award:** The award consists of the following:

- A personalized plaque presented by ATMAE which identifies the award, the individual, their employer/business/organization and the institution from which they graduated.
- Free one-year membership in ATMAE, including annual ATMAE Certification dues if the awardee is ATMAE-certified.
- Complimentary full conference registration for the ATMAE Annual Conference, including all meal functions, and any workshops, tours or other events in which the awardee wishes to participate.
- One free night at the conference hotel.
- Press release information outlining the award and the recipient sent to both the recipient's company as well as any corporate press identified by the recipient or their company for ease of publication.

**Award Presentation:** The "ATMAE Early Career Achievement" Award will be presented during the ATMAE Awards Luncheon on Friday, November 8th at the 2018 ATMAE Conference in Charlotte, North Carolina.

**Nominations and Criteria:** To nominate a faculty member for the ATMAE Early Career Achievement Award:

- An individual may not nominate themselves for the award but may request that award information be sent to their employer or client.
- Nominee must be a member of ATMAE working fulltime in a non-academic setting. An individual may join ATMAE at the time of their nomination in order to qualify for consideration for the award.
- Nominee must have graduated with an associate or baccalaureate degree in Industrial Technology; Technology Management; Applied Engineering; or a similar technology/technology management degree; or applied engineering degree program within last seven (7) years, since April 1 of that year or later.
- Nominees may include individuals who are entrepreneurs or otherwise self-employed.
- ATMAE professional members, Board members Division leadership and staff will be invited to nominate one ATMAE member for the award.

- Include name, address, telephone, and email address of nominee.
- Include major academic program completed, name of institution and year of graduation.
- Include a brief description of current position and how this position impacts the success of the organization, with an emphasis on presentation of objective, quantifiable information demonstrating how the nominee significantly impacts the success of their organization.
- Include letters of support for the nomination from supervisory personnel, business partners and professional colleagues are an appropriate addition to nomination materials.
- Submit the individual's name, resume, cover letter, and other materials relevant to the selection criteria contained in this document. All materials (i.e., cover letter, resume, one page paper, letters of support, etc.) will be sent as PDF attachments to an email message. DO NOT paste the content of the cover letter, resume, letters of support, etc., in the field of an email message. If you're asking someone to provide supporting material, ensure they are aware of these requirements.
- File Name Format: XXX ECA YYY where XXX is the last name of the nominee and YYY is the description of the content—i.e., cover letter, resume, a letter of support, etc. If you're not comfortable placing a space between the individual words or parts of the file name, feel free to underscore. DO NOT run the part together. File name example: Smith ECA Support Letter
- Email Subject Line Format: For the subject line of the email containing the PDFs, use the following format: ECA ZZZ where ZZZ is the last name of the nominee. Email subject line example: ECA Smith.

**Note: These are the requirements for anyone who is involved in nominating process. Failing to comply with these requirements may put deserving individuals at risk of not being considered.**

**Nomination Deadline:** 5:00 PM ET August 30, 2019.

**Submitting Nominations & Questions:** Email nominations and supporting documentation—PDFs only to: Jim Thompson, IOM, CAE, ATMAE Executive Director - [executive@ATMAE.org](mailto:executive@ATMAE.org) , (919) 635-8335.