

# Louisiana Assisted Living Association

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## *Louisiana Excellence in Service Award* *Outstanding Department Director*

### **Nomination Guidelines**

Deadline: August 10, 2019

LALA members are continually setting standards of excellence, demonstrating superior achievements and delivering outstanding care to residents in Assisted Living communities. We are pleased to announce the Call for Submissions for LALA's *Excellence in Service – Outstanding Department Director Award*, which will recognize an exceptional department director at the 2019 LALA Fall Conference. LALA members are encouraged to submit nominations for caregivers who fit the criteria below.



#### ***Description:***

This award shall be presented to an exceptional department director that has demonstrated through words and deeds outstanding leadership, as well as a team approach and strong commitment to the residents and community.



#### ***Award Highlights:***

The honoree will be announced and recognized at LALA's Fall Conference in Baton Rouge, featured in the LALA Newsletter, and in LALA social media.



#### ***To Participate:***

Complete and submit the Excellence in Service – Outstanding dept. director nomination coversheet and letter no later than August 10, 2019.



#### ***Review and Selection Process:***

All entries received by August 10, 2019 will be reviewed by a selection committee.

*Members of the Louisiana Assisted Living Association (LALA) are committed to providing residents with quality care and quality of life. LALA's Excellence in Service Awards recognize those individuals whose service results in enhanced quality of care and quality of life for Senior Living residents in Louisiana. Selected nominations may be archived and available by contacting [admin@lalaonline.org](mailto:admin@lalaonline.org). Award recipients will be discussed at LALA Fall event, in the LALA Newsletter, and on the LALA social media. Specific information, including pictures (name, organization and other details, etc.) may be shared when received by the winner or community member. Contact [admin@lalaonline.org](mailto:admin@lalaonline.org) with any questions.*

# Louisiana Assisted Living Association

## *Louisiana Excellence in Service Award*

### *Outstanding Department Director Nomination Coversheet*

Deadline: August 10, 2019

Nominee for the Award: \_\_\_\_\_

Community: \_\_\_\_\_

Title: \_\_\_\_\_

Submitted by: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

How long has the nominee worked for your company? \_\_\_\_\_

How long has the nominee worked in Senior Living? \_\_\_\_\_

### *Entry Format*

Please submit a letter of nomination and share the reasons you believe this person is deserving of the title *Outstanding Department Director*. Please provide examples of and information regarding:

- Accomplishments **above and beyond** his/her day-to-day job responsibilities that demonstrate an exceptional commitment to residents and team members.
- Actions taken to demonstrate his/her commitment to **enhance resident's quality of life**
- Ways in which the dept. director has served with distinction and has **advanced the mission**
- The department director's commitment to a **team approach** for staff.
- What you consider to be the greatest **wow factor(s)** regarding this person
- **Anything else** you'd like to share about this person

Nomination letters and attachments (optional pictures, articles, testimonials, etc.) should be no more than 2 pages in total length. One nomination letter per candidate, please.

Please print and scan this document to your computer, and then email the nomination coversheet and letter (non-PDF format, please) and any supplemental attachments to <mailto:events@lalaonline.org>.