

VCA Annual Awards Virtual Ceremony

November 12, 2020

It's time to prepare nominations for the [VCA Annual Awards](#)

- [Counselor of the Year](#)
- [Humanitarian and Caring Person of the Year](#)
- [Van Hoose Career Service Award](#)
- [Chapter of the Year \(Large & Small\)](#)
- [Division of the Year](#)

Now is the time to consider who that nominee might be and begin working on the application. This is a time to contact friends of the nominee to elicit supporting letters and a good time to begin assembling those materials for submission. Also consider submitting a nomination for any recipients of local chapter awards, to receive this state level recognition.

Nomination submissions are due by October 1, 2020. Click on award above for information and on-line submission form. Reminders for the awards nomination process include:

- Nomination letters should clearly reflect the reason the person or the chapter is being nominated.
- Supporting letters are limited to three.
- Supporting materials should be limited to 10 pages (one-sided) for Counselor of the Year and Humanitarian and Caring Person of the Year; 15 pages (one-sided) for the Van Hoose Career Service Award, and 20 pages (one-sided) for the Chapter of the Year Award. Supporting material should clearly relate to the award nomination.

Nomination supporting material for Counselor of the Year, Humanitarian and Caring Person, and the Van Hoose Career Service Award should be organized according to the following guidelines:

- Cover page
- Nomination form
- Table of Contents
- Nomination letter
- Curriculum vitae or resume of nominee
- Supporting letters
- Supporting material

Every Chapter of the Year and Division of the Year nomination submission supporting material should include:

- a Table of Contents page and
- a summary sheet outlining the year's accomplishments.
- Organization and presentation of materials will be emphasized in the evaluation process.

VCA members provide outstanding service to our communities. Let's ensure that we give these individuals and groups the credit they deserve. We will celebrate their successes at an awards ceremony & luncheon on Friday, November 8, 2019 during VCA's Annual Convention at the Omni Homestead Resort & Spa, November 7-9, 2019. *The VCA Awards Ceremony and luncheon is free for convention attendees, but attendees must check "yes" when they register for the convention, as a ticket is required.* Additional tickets may be purchased for \$30 each by contacting Vicky Wheeler at vcaoffice@cox.net or 757-766-5466 or on the convention registration form.

Nominations must be postmarked or submitted online by October 1, 2020. For mailed nominations, mail to Brandy Smith, Awards Committee Chair, 811 S College Ave., Salem, VA 24153.

To submit online, go to <http://www.vcacounselors.org/?page=awards> or www.vcacounselors.org

Thank you for your support to make the annual awards ceremony the most exciting and energizing event ever.

Questions can be directed to the Awards Committee Chair, Brandy Smith at blsmith@vt.edu; 540-521-4102 or Vicky Wheeler, VCA Director, Member Services & Operations at 757-766-5466; vcaoffice@cox.net