

NDLTCA's 2012 Volunteer of the Year Award

At North Dakota Long Term Care Association's 35th Annual Convention in Bismarck, NDLTCA will honor volunteers who have made significant contributions to the quality of life of long term care residents. Following are the requirements for nominations for volunteers of the year.

Volunteer Categories

Adult -- an individual 20 years of age or older who has served in a facility as a volunteer for at least one year **before** being nominated for the award. Adult duos...husband & wife, mother & daughter, father & son..... would be nominated as a Group.

Young Adult -- an individual 19 years of age or younger who has served in a facility as a volunteer for at least one year **before** being nominated for the award; and

Group -- a non-profit organization, club or group of 2 or more that has provided volunteer services or participated in a series of activities with a facility's residents for at least one year **before** being nominated. The group should have contributed to the mental, social, and emotional well being of residents. (Examples of such groups include, but are not limited to, Boy and Girl Scouts, Rotary Clubs, entertainment groups, garden clubs, and church groups.)

Eligibility Criteria

- All entries must meet the following criteria:
- Nominations in each category must be **typed and received** by the NDLTCA office by **Friday, January 27, 2012;**
- Candidates for the awards must be nominated by an NDLTCA member facility;
- Volunteers must have served in a member facility (nursing, basic care or assisted living) *for at least one year;*
- Volunteer activities must contribute to the emotional, social, and mental well-being of residents;
- **If a facility nominated a winning candidate last year, the facility is not eligible in the same category for the next year.**

Selection Criteria

The NDLTCA Convention & Professional Development Committee will rank the volunteer nominees in each category based on the following criteria:

- Volunteer's involvement in activities which demonstrate that the volunteer helps residents realize their potential;
- Volunteers length and frequency of service;
- Volunteer's role in initiating new programs for residents;
- Volunteer's contacts outside the facility which enhance the image of the long term care profession; and
- Volunteer's efforts in recruiting additional volunteers.

Recognition of Winners

To show volunteer winners how much we, as a profession, appreciate their efforts on behalf of long-term care residents, NDLTCA will make the awards presentation during the Awards Banquet at our annual convention. As part of the recognition process, NDLTCA will invite the adult volunteer winner and one guest, the young adult volunteer and his/her parent(s), and four representatives of the winning group to participate in banquet activities at NDLTCA's expense.

Member Facility Role

Please encourage your staff to use this opportunity to show their appreciation for the contributions made by long term care volunteers. **Deadline: January 27, 2012.**

Volunteer No. _____
(Do not write in this space)

**ND LONG TERM CARE ASSOCIATION
2012 VOLUNTEER OF THE YEAR
NOMINATION FORM**

Nominee's Name/Group Name & Contact:

_____ Adult _____ Young Adult _____ Group

Age (Young Adult Applicants Only) _____

Address _____

City _____ State _____ Zip _____

Nominating Facility's Name _____

Address _____

City _____ State _____ Zip _____

Telephone Number _____

Facility Contact & Title _____

E-Mail Address: _____

Nomination Form
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Volunteer No. _____ (Do not write in this space)

Please provide the following information about your nominee for NDLTCA's Volunteer of the Year award.

- I. Total number of residents in the facility: _____
- II. Length of volunteer service at nominating facility: _____ years
- III. Frequency of service: _____ hours per week _____ hours per month
How many months per year _____

IV. Primary Volunteer Activities (check those which apply)	Number of residents who directly benefit
_____ Visits residents one on one	_____
_____ Leads craft sessions	_____
_____ Organizes religious sessions	_____
_____ Leads group discussions	_____
_____ Leads educational programs	_____
_____ Provides or serves refreshments	_____
_____ Shows slides or movies	_____
_____ Provides personal services (shopping, grooming, reading)	_____
_____ Performs for residents (including musical performance)	_____
_____ Provides support for any of the above (including transportation)	_____
_____ Other (please be specific)	_____

Volunteer No. _____ (Do not write in this space)

V. Please describe briefly any programs developed by the volunteer nominee.

VI. Estimate the number of other volunteers recruited by your nominee and describe the new volunteers' responsibilities or activities.

Number recruited _____ Their responsibilities: _____

VII. Explain how the volunteer conveys a positive outlook about facility life to those in the surrounding community.

VIII. In **no more than 250** words, explain what makes your Volunteer of the Year nominee special. In your discussion, please address the following questions:

- 1) How does the volunteer help residents reach their potential?
- 2) In what ways has the volunteer helped residents become an active member of the facility community or the larger local community?
- 3) What sacrifices have been made by the volunteer -- or what special difficulties have been overcome -- that make his or her contributions unique?

4) How have residents acknowledged the value of your nominee's contributions to them? **Please type your comments on a separate sheet. DO NOT REFERENCE THE NOMINEES NAME OR YOUR FACILITY NAME. USE "NOMINEE" AND "FACILITY" AS GENERAL REFERENCES. "HE" or "SHE" IS ACCEPTABLE. THANK YOU!**