ROGER W. JONES

AWARD *for* EXECUTIVE EXCELLENCE

Recognizing federal career executives for excellence in organizational development and commitment to effective continuity in government.

Nomination Package Checklist ☑

To be considered for the award, a complete nomination package must be submitted including the components below in addition to the nomination form. The nomination form is available on the Roger Jones Homepage: https://www.american.edu/spa/dpap/roger-jones-award.cfm.

Nomineee

- A brief summary of nomination - one to two sentences describing key accomplishments and/or highlights from the nomination package
- A brief biographical sketch including employment and significant awards (not to exceed two pages)
- A narrative description of the nominee's superior leadership that resulted in outstanding organizational achievement, making clear the achievement's nature and significance and the career executives specific role (not to exceed three pages)
- A narrative description of the nominee's strong commitment to effective continuity of government, through successful development of managers and executives, including the nominee's specific actions and success in institutionalizing the development of career executives and individual managers and executives (not to exceed three pages)
- Asigned cover letter from the head of the agency, or other appropriate administration appointee, recommending the nominee for the award.
- A professional, high resolution headshot of the nominee.

Nominator

- A brief biographical sketch including employment and significant awards (not to exceed two pages)
- A professional, high resolution headshot of the nominator.

Where to Submit Nomination Package

Nominations are due July 1, 2022 and may be submitted by here via email at **rogerjonesaward@american.edu.**

The 2022 winners will be announced in August 2022 with the awards presented in the Fall of 2022. More information about the Award Ceremony will be shared at a later time.

SCHOOL *of* PUBLIC AFFAIRS
KEY EXECUTIVE LEADERSHIP PROGRAMS