

2010 Fort Bliss Annual Volunteer Recognition Nomination Packet

National Volunteer Week
18-24 April



Instructions and Criteria

The Fort Bliss National Volunteer Week Recognition is to recognize Soldiers, Family Members, Civilians and Youth volunteers, who demonstrate a commitment to volunteerism and who are actively engaged in service.

All volunteers chosen to be recognized will receive a lunch and a commemorative award at the ceremony.

Eligibility

- Registered volunteers with Fort Bliss Army Volunteer office
- Volunteers registered with installation private volunteer organizations i.e. American Red Cross
- Soldiers volunteering in a Partners In Education School
- Nominees are eligible in ONE category

Complete the Nomination Form

- Each nomination must include Form A & B and an award citation.
- Assume nothing is known about the nominee, or organization. Be as thorough but concise as possible. Include all volunteer activities that you are aware of including organizations other than your own.
- The Fort Bliss Army Volunteer office will verify volunteer registration and hours through the installation volunteer records. Nominations sent from private volunteer organizations on the installation as well as those who volunteer through Partners In Education will also be verified.
- The Brigade Commander/Volunteer Agency Director-President must sign *Form A* prior to turning it in to the Fort Bliss Army Volunteer office.
- Fort Bliss Army Volunteer office will acknowledge receipt.

Brigade-Agency Volunteer of the Year, Outstanding Soldier, Outstanding Youth, and Outstanding Ambassador Volunteer Awards

- Activity - Describe outstanding volunteer service(s). Explain how the volunteer accomplished results and # of hours.
- Initiative - Describe any of the nominee's initiatives, For example starting a new activity or program, using innovative methods to solve problems, organizing an event, promoting collaboration with other units/organizations or any other activities.
- Impact - Describe the difference the nominee's service made for the unit, Family Members, clients, agency and the community. Who was positively affected and how? Who values the work of the nominee and why?
- Team Player- Describe any of the nominee's activities requiring a team effort.
- Leadership - Describe any of the nominee's activities where the nominee exemplified leadership ability.
- Reflection - Offer your personal comments here - anything you wish to share not covered above.

Fort Bliss Agency Volunteer of the Year: We give this prestigious award to recognize **ONE outstanding volunteer per brigade or volunteer organization**. i.e. 11th Brigade, 4-1 Brigade Combat Team, or Army Community Service. The brigade or volunteer organization chooses the awardees. Volunteers must have made an overall substantial contribution to the mission of the Army activity, command or volunteer agency.

Fort Bliss Outstanding Soldier Volunteer: We give this prestigious award to recognize five outstanding Soldier volunteers of the year. The Fort Bliss Volunteer Advisory Council will choose the awardees in a **blind site panel**. Volunteers must make an overall substantial contribution to the mission of an Army activity, command or staff agency and to the quality of life within the Fort bliss community.

Fort Bliss Outstanding Youth Volunteer: We give this prestigious award to recognize five outstanding youth volunteers of the year. The Fort Bliss Volunteer Advisory Council will choose the awardees in a **blind site panel**. Youth are those age 13 thru 18 and unmarried.

Fort Bliss Outstanding Ambassador Volunteer: We give this prestigious award to recognize five outstanding volunteers who have exemplified community service in the El Paso Community. Volunteers may be a Soldier, Family Member, or DA Civilian who work on the installation. The Fort Bliss Volunteer Advisory Council will choose the awardees in a **blind site panel**.

Note: A Blind Sight Panel excludes the name and other identifying information of the nominee.

**2010 FORT BLISS NATIONAL VOLUNTEER WEEK NOMINATION
FORM #A**

Recognize your volunteers! Nominate an outstanding volunteer for the Fort Bliss Annual Volunteer Week Ceremony.

Volunteers will be recognized at the Volunteer Celebration luncheon on Friday, April 23, at the Centennial Club and Conference Center. Read instructions and criteria, complete Forms A & B and write an award citation.

Check award nomination category (only one box per form):

- Brigade-Organization Volunteer of the Year _____ Command-BDE-Organization
- Fort Bliss Outstanding Youth Volunteer (under 18 years)
- Fort Bliss Outstanding Soldier Volunteer
- Fort Bliss Outstanding Ambassador Volunteer

A. Nominee Information (please print):

Name: _____
Rank (If applicable): _____
Street Address: _____ City/Zip: _____
Daytime Phone: _____ Evening Phone: _____
Email: _____

B. Nominee Service Information:

Agency Served: _____
Street Address: _____ City/Zip: _____
Phone: () _____ BDE CDR or Organization-Agency President: _____

C. Nominator Information:

Name: _____ Organization: _____
Street Address: _____ City/Zip: _____
Daytime Phone: _____ Evening Phone: _____
Email: _____

D. Brigade CDRS or above or Volunteer Organization President/Director

Name: _____ Brigade/Organization: _____
Signature: _____

Fort Bliss Army Volunteer Corps Office
Bldg. 2494 Ricker Road
Fort Bliss, Texas 79916
Fax: 915.568.8252 / Phone: 915. 568. 1132

Entries must be received by 4 p.m. Wednesday, March 24, 2010

VOLUNTEER CONTRIBUTION EXAMPLE

Sue Smith

Mrs. Sue Smith is a Family Readiness Group (FRG) Leader that has volunteered over 300 hrs supporting the #/43 FRG. As the FRG Leader she has compassionately and selflessly dedicated herself to serving the troops during its' extended combat deployment gathering and disseminating information, answering family members' questions, and planning and executing FRG meetings. Mrs. Smith has also been instrumental in organizing many moral uplifting events such as the 3/43 Fall Harvest Festival with over 200 in attendance and the Single Soldier Holiday Extravaganza. Under her leadership, the FRG now has 75 active members. This success can be attributed to her kindness, sincerity, and devotion to Soldiers and Family Members. In addition to volunteering with the FRG, Mrs. Smith is a dedicated volunteer with Army Community Service where she is an Army Family Team Building instructor.

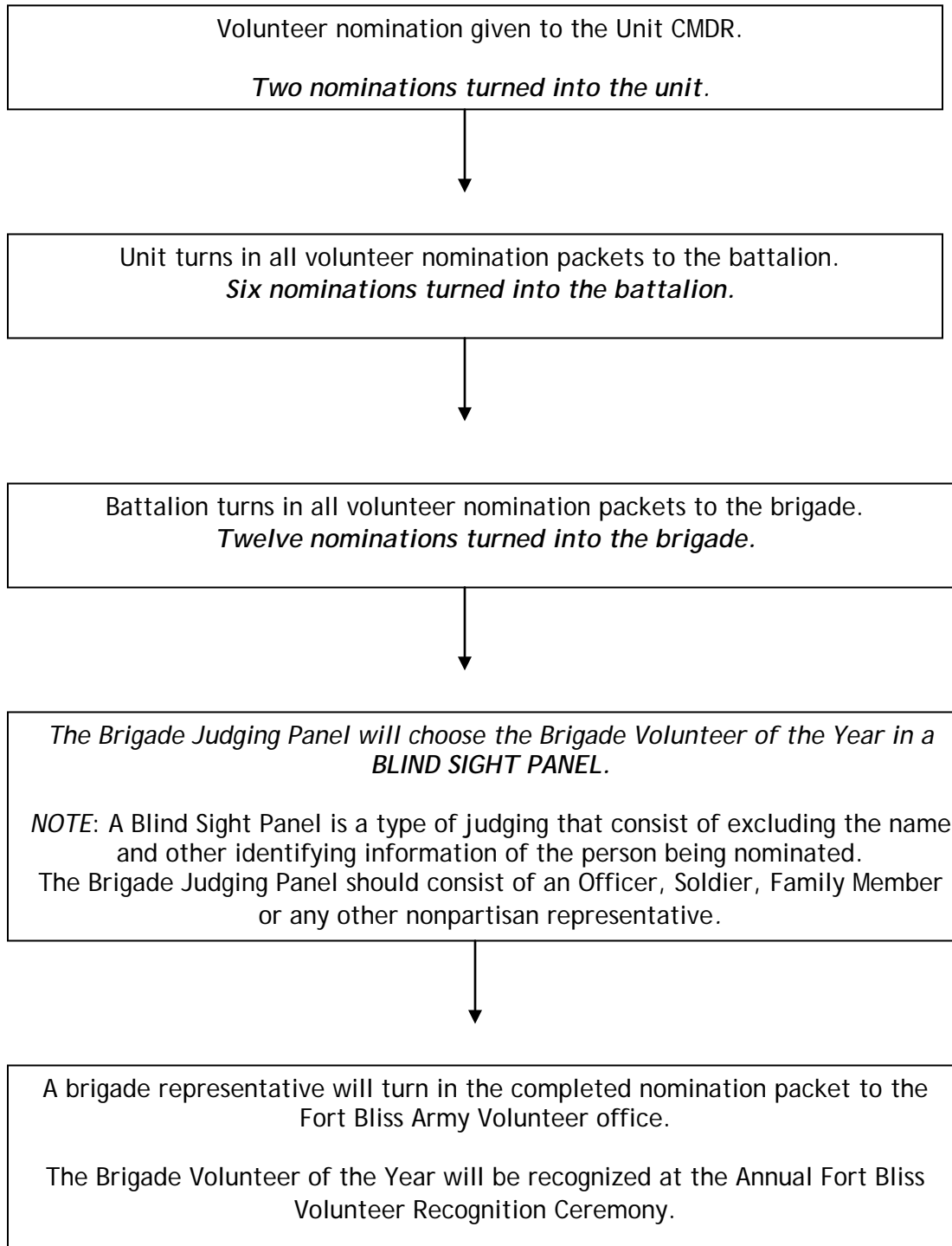
Specialist John Doe

SPC John Doe has volunteered nearly 200 hours of his free time to the youth of the Fort Bliss Community as a soccer coach for both the Jay Hawks and Pink Panthers. He took his team to the next level showing them not only basic soccer moves but advance soccer techniques that led them to the city soccer finals. SPC John Doe is also a dedicated volunteer with Partners In Education where volunteers every week as a moth tutor for the kids of Canyon Hills Middle School. His dedication helping these kids can be attributed to their ability to pass the TAKS exam.

CERTIFICATE CITATION EXAMPLE

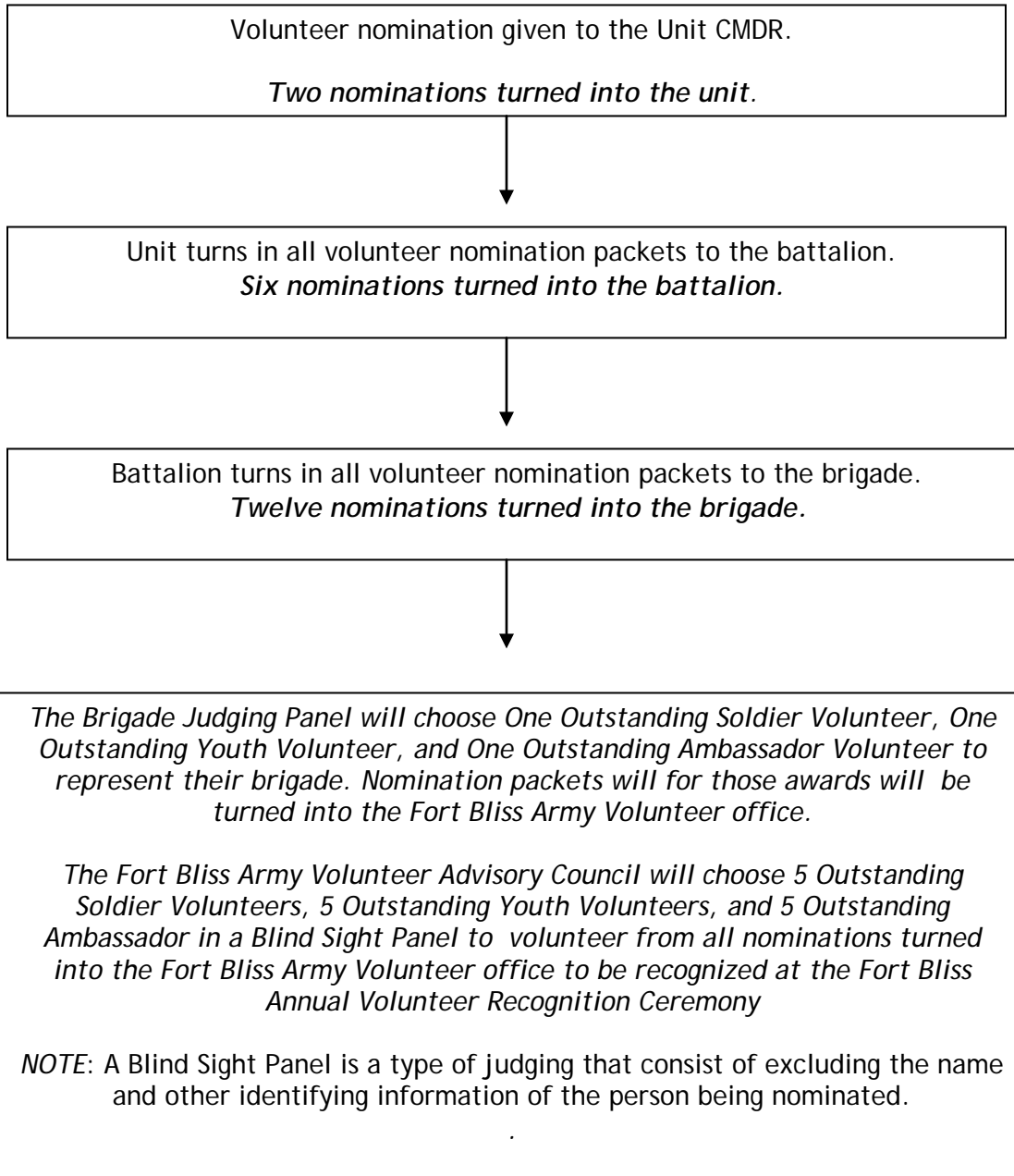
For outstanding commitment to volunteerism with the Fort Bliss Tax Center, from January 2009 to April 2009. As a volunteer tax preparer, Mr. Sean Doe has contributed hundreds of hours assisting Soldiers, Family Members and Retirees of the Fort Bliss community. As a result of his dedication and expertise, the Fort Bliss Tax Center assisted with preparing over 4,000 returns and saved the community over \$500,000.00 in preparation fees. Your selfless service and dedication reflect greatly upon you, the Fort Bliss Tax Center, and Team Bliss.

Sample Procedures for Brigade or above /Volunteer Agency Volunteer of the Year



Note: Volunteer organizations i.e Religious Activities, CYS, and ARC should use this format excluding retrieving nominations from units but from within your organization. Volunteer organizations should also have a Volunteer Judging Panel.

Sample Procedures for Brigade or above
for Outstanding Youth Volunteer, Outstanding Soldier Volunteer and Outstanding
Ambassador Volunteer.



Note: Volunteer organizations i.e Religious Activities, CYS, and ARC should use this format excluding retrieving nominations from units but from within your organization. Volunteer organizations should also have a Volunteer Judging Panel.

EXAMPLE OF JUDGING PANEL QUESTIONS

Please score volunteer nominee on a scale of 1-10 (10 being the highest) based on their activities and contributions.

QUESTIONS	#1	#2	#3	#4
Did volunteer contribute significantly and make a major impact to the unit, volunteer organization/agency?				
Did volunteer contributions impact the Fort Bliss Community?				
Did volunteer contributions impact the El Paso community?				
Did volunteer show initiative in starting a new project, organizing an event etc. etc?				
Did volunteer exemplify great team spirit?				
Did volunteer show leadership ability?				

FORT BLISS NOMINATION CHECKLIST

- Review Entire Packet

- Complete Nomination Form A

- Complete Nomination Form B

- Write Award Citation

- Signature of Command Rep. i.e. (JTFN or 32nd AAMDC, BDE CDR,
or Private Volunteer Agency President or Executive Director

Fort Bliss Army Volunteer Office
Bldg. 2494 Ricker Road
Fort Bliss, Texas 79916
Fax: 915.568.8252 / Phone: 915.568.7887
Tephanie.hopper1@us.army.mil

Nominations must be received by 4 p.m. Wednesday, March 24, 2010