



FCCLA Adviser of the Year, Presented by the U.S. Army 2023-2024 National Award Guidelines

The FCCLA Adviser of the Year Award, presented by the U.S. Army, is the highest honor a chapter adviser can receive and aims to recognize and celebrate the dedication, leadership, and excellence of outstanding chapter advisers who have made significant contributions to the growth and success of FCCLA at the local, state, and national levels. This prestigious award is presented annually at the National Leadership Conference to acknowledge the critical role that advisers play in shaping the future of FCCLA Members.

DEADLINE:

- All nominations must be submitted through the official form on the FCCLA Website by Monday, April 1, 2024, at 11:59 PM Eastern Time. Late submissions will not be accepted.
- Nomination Form: <https://wkf.ms/48KMU08>

CRITERIA:

- Nominees must be a current, affiliated FCCLA Chapter Adviser for the 2023-2024 school year.
- Nominees must have worked as an FCCLA Chapter Adviser for at least five years, including the current ongoing school year (2023-2024), which counts towards the minimum requirement.
- The evaluation committee will assess nominees based on the responses to the required application questions and be honored for their contributions to Family, Career, and Community Leaders of America, Inc. The evaluation committee for this award will be the FCCLA Board of Directors Executive Committee.

AWARDS AND RECOGNITION:

- The top five (5) nominees with the highest scores will each receive a \$1,000 cash prize and be recognized as national finalists. These finalists will be honored on stage during a general session at the 2024 National Leadership Conference in Seattle, WA.
- The FCCLA Adviser of the Year will be announced live during the general session and will be awarded an additional \$2,000 cash prize for a total award of \$3,000 cash.

OFFICIAL RULES:

- The National FCCLA Board of Directors Executive Committee will conduct a thorough review of all nominee applications. Each nominee will be assessed using the rubric provided on the following pages. The five (5) nominees with the highest scores will be announced as national finalists, and the nominee with the highest score will be named the FCCLA Adviser of the Year. The decisions of the judges will be final.
- Nominations may be submitted by the Adviser of the Year candidate (self-nomination) or anyone wanting an affiliated adviser to be considered, including but not limited to school administrators, teacher educators, Family and Consumer Sciences supervisors, state advisers, professional colleagues, industry professionals, alumni, parents of current or past students, and FCCLA members.
- Chapter Advisers currently serving on the FCCLA Board of Directors are eligible for nomination.
- FCCLA Board of Directors, National Staff, and National Executive Council members are not permitted to submit nominations.
- All nominations must be submitted through the official form on the FCCLA Website. When providing detailed information about the nominee as part of the form, please enter all responses directly into the text box provided. Do not include links to outside documents. Any information not entered directly into the text box will not be viewed or considered as part of the nomination.
- Nominators must upload two (2) letters of recommendation as part of the nomination form. These letters must provide detailed insights into how the nominee has made significant contributions to the growth and success of FCCLA.
- Finalists will be notified of their selection no later than Wednesday, May 1, 2024.
- The top five (5) nominees must plan to attend the 2024 National Leadership Conference to be present for the live announcement of the national winner. Finalists will be required to attend and be present at the National Leadership Conference to be honored onstage during a general session and the live announcement of the national winner.
- Questions? Email alee@fcclainc.org.



FCCLA Adviser of the Year 2023-2024 Nomination Evaluation Rubric

Page 1 of 2

CRITERIA	0-2 POINTS	3-4 POINTS	5-6 POINTS	7-8 POINTS	9-10 POINTS
AWARDS AND HONORS	Little or no evidence of awards or honors.	Some evidence of awards or honors, but not significant. Demonstrates some achievement.	Several awards or honors, demonstrating significant achievement and recognition in the field.	Numerous awards or honors, indicating exceptional achievement and recognition at a local, state, and/or national levels.	A plethora of awards or honors, illustrating unparalleled achievement and widespread recognition at the highest levels.
PROFESSIONAL DEVELOPMENT	Limited evidence of professional development. Participation in a few relevant workshops or conferences.	Some evidence of professional development, but not extensive. Participation in a few relevant workshops, conferences, or courses.	Significant evidence of professional development. Participation in multiple relevant workshops, conferences, or courses. Demonstrates a commitment to ongoing learning and growth.	Extensive professional development, including participation in numerous relevant workshops, conferences, or courses, and active engagement in professional organizations.	Exceptional professional development, showcasing a continuous pursuit of knowledge and skill enhancement, and leadership in professional development activities.
FCCLA INTEGRATION	Little or no evidence of successful integration of FCCLA into the Family and Consumer Sciences classroom.	Some evidence of successful integration of FCCLA into the Family and Consumer Sciences classroom, but not extensive.	Evidence of successful integration of FCCLA into the Family and Consumer Sciences classroom. Demonstrates a solid integration strategy.	Strong evidence of successful integration of FCCLA into the Family and Consumer Sciences classroom. Demonstrates a thorough integration strategy.	Exceptional evidence of successful integration of FCCLA into the Family and Consumer Sciences classroom. Demonstrates a comprehensive and innovative integration strategy.

CRITERIA	0-2 POINTS	3-5 POINTS	6-8 POINTS	9-11 POINTS	12-15 POINTS
LETTER OF RECOMMENDATION #1	Little or no support in the recommendation letter.	Some support in the recommendation letter. Provides basic information about the nominee's qualifications.	Strong support in the recommendation letter. Provides detailed examples of the nominee's impact and contributions.	Significant support in the recommendation letter. Provides compelling examples of the nominee's outstanding achievements and qualities.	Exceptional support in the recommendation letter. Provides compelling and specific examples of the nominee's outstanding achievements and qualities.
LETTER OF RECOMMENDATION #2	Little or no support in the recommendation letter.	Some support in the recommendation letter. Provides basic information about the nominee's qualifications.	Strong support in the recommendation letter. Provides detailed examples of the nominee's impact and contributions.	Significant support in the recommendation letter. Provides compelling examples of the nominee's outstanding achievements and qualities.	Exceptional support in the recommendation letter. Provides compelling and specific examples of the nominee's outstanding achievements and qualities.



FCCLA Adviser of the Year 2023-2024 Nomination Evaluation Rubric

Page 2 of 2

CRITERIA	0-5 POINTS	6-10 POINTS	11-15 POINTS	16-20 POINTS	21-30 POINTS
LOCAL LEVEL CONTRIBUTIONS	Little or no evidence of contributions at the local level. Limited ability to impact students, the chapter, or the community. Efforts lack specificity and detail.	Some evidence of contributions at the local level, but lacking in detail or impact. Demonstrates a basic ability to impact students, the chapter, or the community. Examples provided are general.	Evidence of contributions at the local level. Demonstrates a solid ability to impact students, the chapter, or the community. Examples provided are specific and show a clear impact.	Strong evidence of contributions at the local level. Demonstrates a thorough ability to impact students, the chapter, or the community. Examples provided are detailed, impactful, and show innovative approaches.	Exceptional evidence of contributions at the local level. Demonstrates a comprehensive ability to impact students, the chapter, or the community. Examples provided are comprehensive, exceptional, and show a transformative impact.
STATE LEVEL CONTRIBUTIONS	Little or no evidence of contributions at the state level. Limited involvement in state-level events, programs, or initiatives. Efforts lack specificity and detail.	Some evidence of contributions at the state level, but lacking in detail or impact. Demonstrates a basic involvement in state-level events, programs, or initiatives. Examples provided are general.	Evidence of contributions at the state level. Demonstrates a solid involvement in state-level events, programs, or initiatives. Examples provided are specific and show a clear impact.	Strong evidence of contributions at the state level. Demonstrates a thorough involvement in state-level events, programs, or initiatives. Examples provided are detailed, impactful, and show innovative approaches.	Exceptional evidence of contributions at the state level. Demonstrates a comprehensive involvement in state-level events, programs, or initiatives. Examples provided are comprehensive, exceptional, and show a transformative impact.
NATIONAL LEVEL CONTRIBUTIONS	Little or no evidence of contributions at the national level. Limited participation in national events, committees, or projects. Efforts lack specificity and detail.	Some evidence of contributions at the national level, but lacking in detail or impact. Demonstrates a basic participation in national events, committees, or projects. Examples provided are general.	Evidence of contributions at the national level. Demonstrates a solid participation in national events, committees, or projects. Examples provided are specific and show a clear impact.	Strong evidence of contributions at the national level. Demonstrates a thorough participation in national events, committees, or projects. Examples provided are detailed, impactful, and show innovative approaches.	Exceptional evidence of contributions at the national level. Demonstrates a comprehensive participation in national events, committees, or projects. Examples provided are comprehensive, exceptional, and show a transformative impact.



To help you best prepare to submit your nomination for the FCCLA Adviser of the Year Award, presented by U.S. Army, be sure to carefully read and reference the evaluation rubric when compiling your nomination information. Included below is the information that you should gather and plan to submit with your nomination to ensure that you are putting together the best application:

1. NOMINEE INFORMATION

- Name
- Contact Information (Email, Phone Number)
- Chapter Name
- State Affiliation

2. SCHOOL ADMINISTRATOR INFORMATION

- Name
- Contact Information (Email, Phone Number)

3. ADVISER BACKGROUND

- Years of Service as an FCCLA Chapter Adviser
- Educational Background (Degrees, Certifications)

4. AWARDS AND HONORS (0-10 POINTS POSSIBLE)

- Outline any awards or honors the chapter adviser has received, both within FCCLA and in other professional or personal capacities. Include any grants or similar support the adviser has secured for the school/chapter. List these in chronological order, including the date(s) for each award.

5. PROFESSIONAL DEVELOPMENT (0-10 POINTS POSSIBLE)

- Please outline any significant conferences, professional development, or continuing education courses that the adviser has attended or completed. List these in chronological order, including the date(s) for each award.

6. FCCLA INTEGRATION (0-10 POINTS POSSIBLE)

- Describe how the nominee successfully integrates FCCLA into their Family and Consumer Sciences classroom, highlighting specific strategies or activities that have been particularly effective.

7. CONTRIBUTIONS AT THE LOCAL LEVEL (0-25 POINTS POSSIBLE)

- Provide a detailed outline of all contributions the adviser has made to FCCLA at the local level, including specific examples of their impact on students, the chapter, and the community.

8. CONTRIBUTIONS AT THE STATE LEVEL (0-25 POINTS POSSIBLE)

- Provide a detailed outline of all contributions the adviser has made to FCCLA at the state level, including specific examples of their involvement in state-level events, programs, and initiatives.

9. CONTRIBUTIONS AT THE NATIONAL LEVEL (0-25 POINTS POSSIBLE)

- Provide a detailed outline of all contributions the adviser has made to FCCLA at the national level, including specific examples of their participation in national events, committees, and projects.

10. LETTERS OF RECOMMENDATION (0-15 POINTS POSSIBLE FOR EACH)

- Obtain two (2) letters of recommendation that provide detailed insights into how the nominee has made significant contributions to the growth and success of FCCLA. Please convert it to a .png file before uploading.

11. ADDITIONAL INFORMATION

- Include any additional information about the nominee that you did not previously share in the application but would like for it to be considered by the evaluation committee.

12. ADVISER HEADSHOT

- Please provide a headshot photo of the chapter adviser for potential use in the official announcement if they are selected as a finalist.

Be sure to submit all required materials through the official form on the FCCLA Website by April 1, 2024, at 11:59 PM Eastern Time. Late submissions will not be accepted.