AAFCS Post-Secondary Educator of the Year Guidelines

Deadline Posted on AAFCS Website

The AAFCS National Post-Secondary Educator of the Year award was established in 2026 to recognize exemplary post-secondary educators who demonstrate excellence in Family and Consumer Sciences teaching at the undergraduate or graduate level through innovative instruction, student-centered learning, and meaningful contributions to student success within higher education.

Applying for the Post-Secondary Educator of the Year Award

The applicant must:

- Be a professional member of AAFCS at the time of submission and for a minimum of three (3) consecutive years immediately prior to this submission.
- Be employed in Post-Secondary as an FCS faculty member or instructor at the time of nomination.
- Have taught the nominated FCS course(s) or instructional approach for at least three (3) academic years, as aligned with the AAFCS Body of Knowledge[1] and FCS Content Areas[2].

Other requirements:

- Award materials must be prepared by the applicant.
- Applicants can submit to only one AAFCS award per annual review cycle.
- Members of the AAFCS Board of Directors and Awards Committee are not eligible to apply during their terms of office. AAFCS staff are not eligible to apply during their periods of employment with the Association.
- All award materials must be submitted in English.
- All policies, procedures, and guidelines must be followed for the award nomination to be considered for juried review.

Submitting the Application

The application must be submitted using the official application form in the order specified as one PDF document.

- Please follow the page requirements for each section.
- Please include page numbers and headings for each section.
- Please include with application, a color headshot photo in PNG or JPEG format of the applicant that will be used in marketing and promotional materials.
- Please keep a copy of all materials submitted to AAFCS.
- Questions should be forwarded to awards@aafcs.org.

Section 1: General Information

Applicant Information

- ☐ First and Last Name
- ☐ Applicant AAFCS Credentials, if any
- ☐ Phonetic Pronunciation of Name
- ☐ Current Title/Position
- ☐ AAFCS Member Number

[1] AAFCS Body of Knowledge, https://www.aafcs.org/about/about-bok

[2] AAFCS Content areas, About FCS, https://www.aafcs.org/about/what-is-fcs

- ☐ Number of Years of AAFCS Membership
- ☐ Contact Information (Email, Phone Number, Mailing Address)
- ☐ 150 Word Biography in 3rd Person

Section 2: School/Program Information

School Information

- ☐ School Name and Address
- ☐ Department Head Name and Contact Information (Email and Phone Number)

Program Information

- ☐ Program Title
- ☐ Program Abstract (Maximum of 75 words).
  - State the primary focus of the program and identify the issues/areas it was designed to address.
  - Highlight ways in which the goals and intended outcomes have been and are being accomplished.
  - Note: AAFCS reserves the right to edit the abstract for consistency, length, and style if published. If the abstract exceeds 75 words, you will not be considered for the top national awards.

Section 3: Applicant's Current Curriculum Vita or Resumé (Maximum of three pages)

Section 4: FCS Curriculum Focus (Maximum of 8 pages in 12-point font)

The curriculum focus includes an original, expanded, or substantially modified traditional FCS content area, or, a teaching emphasis consistently embedded in the applicant's curriculum. **Please note** that while external links to websites may be listed, the content in those links will not be reviewed. All supporting documents must be included in the eight pages.

A. **Description**: Describe how your FCS Curriculum Focus exhibits creativity, innovation, student-centered learning, meaningful contributions to student success within higher education and alignment with AAFCS FCS Content Areas.
B. **School/Community Setting**: Briefly describe the school/community and the FCS Department. The description should include the school enrollment, total FCS enrollment, and the enrollment for at least the past three years within the nominated curriculum focus area.
C. **Goals and Outcomes**: Describe goals, outcomes, and program sustainability in narrative, list, and/or graphic form.
D. **Impact Statements**:
   a. Student Impact: Provide evidence that the curriculum focus has had a positive influence on students' lives during and beyond the duration of the curriculum focus.
   b. FCS Impact: Describe how the curriculum focus increases visibility, growth, recognition, appreciation of, and support for FCS in the school and community.
   c. School/Community Impact: Describe how this curriculum focus has had a relevant and timely impact on the school and/or community needs.
E. **Supporting Documents**: Incorporate supporting items in a readable scale, such as photographs/drawings, figures/tables, and media clippings, etc., which illustrate and further explain the curriculum focus.

Section 5: Letters of Support (Each Letter Limited to a Maximum of One Page)

- Two Letters of Support from persons such as a supervisor, colleague, student, educational partner, or community leader that give evidence of the impact and importance of the applicant's contributions to students, families, and the community.

Evaluating the National Post-Secondary Educator of the Year Application

- Individuals who apply for an Award and those who write a letter of recommendation for a current applicant cannot serve as jurors for this award.

- Jurors cannot review applications from family members, applicants from the same Affiliate, or applicants who share the same employer. Jurors are responsible for identifying any potential conflict of interest and recusing themselves from the review process for those applicants.
- An individual who has been nominated and/or applied for an award, grant, fellowship, or scholarship shall not serve as a juror for any award, grant, fellowship, or scholarship during the period in which his or her own application is being reviewed.
- Jurors selected by the AAFCS Awards Committee review the application and assign points using the Evaluation Criteria.

Awarding the National Post-Secondary Educator of the Year Award

- One National Post-Secondary Educator of the Year and up to two merit finalists will be selected.
- The recipient(s) will be notified in the spring and will be honored during the AAFCS Annual Conference.
- The Awards Committee reserves the right not to choose a recipient for an award, fellowship, or scholarship if jurors do not find a worthy applicant.
- Recipients are eligible to receive the National Post-Secondary Educator of the Year or be recognized as a merit finalist more than once if the outstanding program for which the educator is currently nominated differs from the one for which the same educator was formerly recognized.
- AAFCS members can be the National Post-Secondary Educator of the Year only once with the current nominated program.

Recognizing the National Post-Secondary Educator of the Year and Merit Finalists

- The National Post-Secondary Educator of the Year recipient must attend the AAFCS Annual Conference to be recognized and to receive the $2,500 monetary award. The National Post-Secondary Educator of the Year recipient will also be reimbursed up to $1,000 to support one year of AAFCS membership and participation in the AAFCS Annual Conference.
- The AAFCS National Post-Secondary Educator of the Year is expected to present their program at the AAFCS Annual Conference and participate in any programs (e.g., webinars) as requested by AAFCS.
- In addition to the awardee's responsibilities at the conference, the awardee may be asked to serve as a representative for Family and Consumer Sciences Education and AAFCS throughout the year as the National Post-Secondary Educator of the Year.
- Merit finalists will be recognized at the AAFCS Annual Conference. Attendance is not mandatory. Reimbursement is not provided to attend the conference.

Failure to follow the guidelines will result in ineligibility of the nominee for the award.

Evaluation Criteria

The following criteria correspond with the National Post-Secondary Educator of the Year guidelines and provide clarification, ease in preparing the materials, and consistency in judging.

Criteria	Points Possible
Professional commitment to FCS through • Current membership in AAFCS the year of application, plus a required three consecutive years immediately prior to that year. • Contributions to AAFCS at the state (affiliate) or national level. • Demonstrated Excellence in Post-Secondary -level teaching and learning.	20
School/Community Setting • Description of the school, community, and FCS Department is clearly stated. • School enrollment, where the candidate is currently employed, is included. • Total FCS student enrollment is included. • Curriculum focus enrollment for the past three years is included.	10
Review of FCS course(s) or instructional approach • Innovation in pedagogy, curriculum design, or instructional delivery. • Impact on and evidence of measurable student learning, persistence, professional preparation, or post-graduation outcomes. • Contributes to advancing FCS within the institution, discipline, or profession. • Presentation quality of materials.	30
Impact Statements: • FCS course(s) or instructional approach has had a positive influence on students' lives during and beyond the duration of the coursework. • FCS course(s) or instructional approach increases visibility, growth, recognition, appreciation of, and support for FCS in the school and community. • FCS course(s) or instructional approach has had a relevant and timely impact on the school and/or community needs.	30
Presentation of all Nomination Materials: • Materials are clearly stated, complete, organized, and concise with correct spelling, and grammar.	5
Certification: As of the due date of the nomination form, applicant holds <u>one or more</u> AAFCS credential(s).	5
Total	**100**