



Distinguished Chapter Officer Award

The Distinguished Chapter Officer Award honors current or immediate-past officers who set positive examples for their chapters by representing the ideals of KDP.

Eligibility

Officer must meet requirements below:

- ◆ Each chapter can nominate one officer for this award each year, unless two individuals equally share the position's responsibilities (Co-Presidents) with the same tenure dates.
- ◆ Nominee's term of office was during the academic year.
- ◆ Letter of support from chapter counselor and/or fellow officer(s) outlining why the nominee meets the criteria for the award.

Criteria

All submissions must include the following information:

- ◆ **Chapter Leadership:** Describe the achievements and improvements accomplished and the goals realized by the chapter during the nominee's term of office. What was their role in these improvements and changes?
- ◆ **Building Relationships:** Describe the relationships the nominee developed with their chapter counselor, fellow chapter officers, and chapter members. How did they build those relationships?
- ◆ **KDP Mission and Values:** Describe how the experience of holding a chapter officer position relates to KDP's mission and values and their career in education.
- ◆ **Legacy and Impact:** Describe the nominee's lasting impact on the chapter's overall wellbeing, including, but not limited to, reforming procedures, expanding the chapter, and solidifying new partnerships.

Submission Requirements

A complete online submission will consist of:

- ◆ Online entry form.
- ◆ Narrative of each of the criteria areas—from the nominee, the chapter counselor, or a fellow officer; and
- ◆ Letter of support from chapter counselor and/or fellow officer(s).

If you have any questions, please contact The Membership Experience Team at

MET@kdp.org

Chapter Officer Award Rubric

Officer Name:

Position:

Chapter Name/Number:

Tenure (years of service):

Institution:

Submission Criteria	Complete Elements (7–10 pts)	Needs Development (4–6 pts)	Lacks Elements (1–3 pts)	No information Provided (0 pts)
<p><u>Leadership</u> Outline the nominee’s role in detail of the achievements, improvements, and goals accomplished by the chapter during the officer’s term.</p>				
<p><u>Relationships</u> Discuss the relationships the nominee developed with their chapter counselor, fellow chapter officers, and chapter members.</p>				
<p><u>KDP Mission and Values</u> Express how the nominee has exemplified and/or grown in the KDP mission and values during their term.</p>				
<p><u>Legacy and Impact</u> Convey how the nominee’s service has made an impact on the chapter’s growth and overall wellbeing.</p>				
<p><u>Overall Quality</u> Written mechanics (spelling, grammar, line spacing, indentation, etc.)</p>				
<p><u>Total Points</u> The total points awarded in each category.</p>				

Total Submission points: /50