# **Outstanding Service Award**

The ZRA Board of Directors established the Outstanding Service Award to recognize active and contributing members. Members receiving this award shall have made notable contributions towards the achievement of the goals and objectives approved by the membership and directed by the Board, through their participation, work ethic and leadership.

## Eligibility

- 1. Candidates must have been a member in good standing prior to being nominated.
- 2. Current members of the ZRA Board of Directors who are eligible to receive the award must abstain from voting if nominated.
- 3. A candidate must be nominated by at least one Professional category member of ZRA who is in good standing.
- 4. Nominees must currently perform or be able to demonstrate past experience in those duties regularly associated with the registrar function, regardless of actual title, in a zoo, aquarium or related facility. Collective experience may be acquired at more than one institution

#### Award Criteria

1. Nominees must have demonstrated notable contributions towards the achievements, goals and objectives of the association through their participation, work ethic and leadership.

#### Call for Nominations

A Call for Nominations will be posted to the ZRA website with an email notice to the membership
no less than sixty (60) days prior to the Annual Conference. The specific date shall be determined
by the current ZRA Board of Directors in conjunction with the deadline for the Call for Award
Nominations.

### Nomination Procedure

### Nominations must list:

- 1. The nominee's name, place of employment and years of registrar experience.
- 2. The name and place of employment of Professional Category member providing the nomination.
- 3. Nominations must include a written description of the accomplishments of the nominee which meet the criteria for the award,
- 4. The deadline for submission of award nominations to the ZRA President shall be determined by the current ZRA Board of Directors in conjunction with the deadline for the Call for Award Nominations.

### Selection Procedure

- 1. Nominations are submitted to the Board of Directors for review.
- 2. The number of awards given each year will be based on merit.
- 3. Final decisions will be determined by a majority vote of the entire Board of Directors.

## **Award Notification**

1. The ZRA President shall notify recipients prior to the presentation of the award at the Annual Conference. The employers of recipients will receive a letter from the ZRA President indicating that their employee will receive an award at the Annual Conference.

# Presentation of Award

1. Awards will be presented during the Recognition Ceremony at the Annual Conference. The Outstanding Service Award consists of an appropriate plaque, and a letter from the ZRA President.