

Attachment 1
BLM Wyoming's 2017 Youth, Volunteers, and BLM Employees
"Superstar" Awards and Recognition Program
Nomination Criteria and Process

CRITERIA

Please explain how the nominees have demonstrated excellence in one or more of the following areas in support of BLM Wyoming's Education, Interpretation, and Youth Engagement Program mission and goals:

- **Engaging Youth:** providing educational, recreational, and service opportunities designed to get young people, families, and communities' outdoors and active.
- **Employing Youth:** building a diverse future workforce and public land stewards through youth employment opportunities.
- **Expanding Partnerships:** completing meaningful projects in partnership with youth-serving organizations, including non-traditional organizations. Some of the on-the-ground work tasks may be mission-critical to BLM.
- **Communication:** advocating the BLM Youth and Volunteer Program-sponsored opportunities and events to the public through outreach and local media outlets, including social media. Promoting internal communication to keep BLM managers informed and updated on Youth and Volunteer Program goals, challenges, and success stories.

NOMINATION PROCESS

All nominations must be approved by a BLM manager. Upon approval, State, District, and Field Offices will submit nomination packages to their senior leadership, preferably via email, no later than **Friday, September 22, 2017. Districts and State Office will submit winning nomination packages to the State Director, no later than Friday, September 29, 2017.**

CONTENTS OF WINNERS PACKAGE

The Winners information package should not be longer than one page each. Each nomination package must include the following:

- Nominee's name
- Nominee's address
- Nominee's phone number (s), fax number, email address(es)
- Name, office address, phone number, and email address of nominee's BLM contact (for partners) or supervisor (for BLM employees).
- Narrative should highlight the significance of the nominee's contribution to BLM Wyoming's Youth and Volunteer Program goals and mission. In addition to the criteria listed above, the narrative may include: accomplishments; the nominee's length of

service as a youth/volunteer advocate; involvement in meaningful projects; or how the nominee's work "made a difference" in people's lives.

SELECTION PROCESS

Three "Superstar" award recipients will be recognized statewide, (one employee award, one youth award, one volunteer award) from each State and District/Field Offices may be selected as a winner at the discretion of the nominating Office's District Manager and Associate State Director, respectively.

AWARDS

- Plaques
- Certificate of Appreciation

AWARDS CEREMONY

BLM Wyoming's Youth, Volunteer, and BLM Employee "Superstar" awards will be presented by either the State Director or District Manager at a recognition ceremony to be scheduled in early next fiscal year. Details on the ceremony and information on travel arrangements will be provided to winners and their BLM contacts well in advance of the ceremony date.