



Professional Achievement Award Nomination Application

I. AWARD OVERVIEW

Purpose & Significance:

The Professional Achievement Award honours professionals whose work extends beyond their contractual responsibilities to make a substantial, positive impact on Ukrainian community issues. Whether by proactively addressing challenges or reacting to emerging needs, these professionals help raise and support matters of importance to the Ukrainian community — demonstrating that success in the professional sphere can also contribute to our cultural and civic life.

Key Points:

- **Beyond the Job Description:** Recognizes individuals who go above and beyond their standard professional duties to influence Ukrainian matters positively
- **Community Impact:** Highlights actions that support Ukrainian education, aid immigrants and refugees, enhance commercial or public endeavors with a Ukrainian component, influence government policy, or strengthen the volunteer sector and cultural initiatives.
- **Positive Representation:** Celebrates those who help build a successful and positive image of Ukrainians professionally, inspiring others and advancing community interests.

II. Award Criteria

Nominees for the Posthumous Award should demonstrate the following qualities:

- **Exceeding Professional Expectations:** Evidence of taking initiative beyond standard job responsibilities to support Ukrainian community matters.
- **Resolving Community Challenges:** Direct contributions that address challenges faced by the Ukrainian community, such as supporting education, aiding immigrants and refugees, or influencing public policy.
- **Positive Community Engagement:** Actions that add a Ukrainian component to commercial or public endeavors, strengthen the governance and financial viability of the volunteer sector, or promote Ukrainian cultural and academic initiatives.
- **Inspirational Leadership:** A proven ability to inspire others and serve as an ambassador for Ukrainian matters within the professional sphere.
- **Tangible Outcomes:** Measurable and concrete results that demonstrate the nominee's impact on the community, such as initiating programs, influencing policy changes, or enhancing professional opportunities for Ukrainian youth.

III. NOMINATION GUIDELINES

- **Submission Requirements:**

- A completed nomination form (Sections IV–VI of this document).
- A half-page synopsis (maximum 250 words) summarizing the nominee’s achievements and contributions. This synopsis will be used for public relations purposes and featured in the Hetman Awards book.
- A high-quality digital photo of the nominee (close-up, 4” x 5”).
- Supporting documents (a minimum of one letter of recommendation from an organization, along with media coverage, project reports, etc.), with a total limit of up to 10 pages.
- A completed consent form (available below in this application).

- **Important:**

- Nominations without the required synopsis and photo will not be considered.
- Letters of support from other Ukrainian Canadian organizations where the nominee has been active are encouraged.
- Please ensure that the nominee (or their family) has been informed of the nomination and has signed the consent form.
- **Digital Submissions:** If submitted electronically, attachments should be in PDF (preferred) or Microsoft Word format.

- **Confidentiality:**

All information submitted in this nomination will be kept confidential and used solely for evaluating candidates for the award and archival purposes.

- **Disclaimer:**

By submitting this nomination, you certify that all information provided is accurate and that you have obtained any necessary permissions from the nominee or their family. The Ukrainian Canadian Congress – Alberta Provincial Council reserves the right to verify the information provided and to contact the nominee for further clarification. You also consent to the use of the nominee’s synopsis and photo for publicity purposes related to the awards.

IV. NOMINATION FORM

Professional Achievement Award

Nominee Information

Nominator Information

Name of Nominee:

Name of Nominator:

Address:

Name of Organization / Group:

City / Postal Code:

Address:

Telephone Number(s):

City / Postal Code:

Email Address:

Telephone Number(s):

Profession:

Email Address:

Nomination Category:

Professional Achievement

Date: mm/dd/yy

Signature:

V. NOMINEE SYNOPSIS

Provide a half-page synopsis (maximum 250 words) summarizing the nominee's key achievements and contributions. This synopsis will be used for public relations purposes and featured in the Hetman Awards book.

Nominee Synopsis:

VI. REASON FOR NOMINATION

Please provide detailed responses to the following questions, including specific examples and using the suggested format where applicable.

1. Describe the nominee's professional contributions that have directly supported Ukrainian community issues.

Role – specify their position;

Initiative – describe a key project or task they led;

Impact – explain the outcome or result of their efforts.

(Repeat for additional roles as needed.)

2. Detail any initiatives where the nominee addressed specific challenges (such as supporting Ukrainian education, aiding immigrants/refugees, or influencing policy) through their professional work.

Role – specify their position;

Initiative – describe a key project or task they led;

Impact – explain the outcome or result of their efforts.

(Repeat for additional roles as needed.)

3. Describe how the nominee has inspired or initiated professional collaborations that have advanced Ukrainian matters.

Role – specify their position;

Initiative – describe a key project or task they led;

Impact – explain the outcome or result of their efforts.

(Repeat for additional roles as needed.)

4. Provide examples of the leadership qualities demonstrated by the nominee. Highlight creative solutions or initiatives that have positively impacted the community.



Ukrainian Canadian Congress – Alberta Provincial Council Professional Achievement Award

Nomination Consent Form

This form must be completed and signed by both the nominee and the nominator.

Nominee Consent:

I, (nominee's full name), consent to be nominated by

(nominator's full name) for the **Professional Achievement Award** at the Hetman Awards Gala.

Nominator Declaration:

I, (nominator's full name), hereby declare that the information provided in the **Professional Achievement Award Nomination Form** is true and correct to the best of my knowledge. I understand that any willful misrepresentation may result in the rejection of this nomination.

Signatures:

Nominee Signature:

mm/dd/yy

Date:

Nominator Signature:

Date:

VII. SUPPORTING DOCUMENTS CHECKLIST

Please ensure that you include the following with your nomination:

- Completed Nomination Form (Section IV)
- Half-page Nominee Synopsis (Section V)
- Written responses to the criteria (Section VI)
- Supporting Documents (maximum 10 pages total)
- Digital Color Photo (4" x 5") of the nominee
- Completed Consent Form

VIII. SUBMISSION INSTRUCTIONS

Please submit your complete nomination package (including all supporting materials) using one of the methods below:

- **In Person / Mail:**

Ukrainian Canadian Congress - Alberta Provincial Council

#8, 8103 – 127 Avenue

Edmonton, AB T5C 1R9

- **Email:**

awards@uccab.ca

For any questions regarding the nomination process, please contact us using the above email address.