



**2023**

## **MCAPWA Public Works Leader of the Year**

**PURPOSE:** The MCAPWA Public Works Leader of the Year program seeks to inspire excellence and dedication in public service by recognizing the outstanding career service achievements of individual public works professionals and officials. The primary focus of the award is on career service to the public works profession rather than on any one single event or project.

**ELIGIBILITY:** It is the intent of this award to recognize the career service accomplishments of Maine public works professionals and officials. Towards that end, candidates with a minimum of 10 years qualifying experience may be nominated from any of the following categories. The candidate must be in active service as of the year he or she is considered. APWA membership is required. Officers of the MCAPWA Board of Directors and members of the Awards Committee are not eligible during the time they serve in these positions. Please note that individuals are only eligible to receive the Public Works Leader of the Year on one occasion.

### **CANDIDATES MAY COME FROM ANY OF THE THREE FOLLOWING CATEGORIES:**

- A. Any non-elected, full-time employee of state, county or municipal government, that is responsible for one or more major divisions of a governmental agency. Most of the candidate's time and efforts must be devoted to the administration and management of the design, construction, maintenance and/or operation of a street or highway system, refuse collection or disposal system, public building, drainage or sewer system, or any other type of public works installation.
- B. Service in an appointed (non-elected) position on a board or commission charged with the oversight or policy level review of public works or infrastructure issues. Such service may have been at the state, county or municipal government level dealing with surface transportation systems, refuse, solid waste, and recycling systems, public buildings, drainage or sewers, or any other type of public works or infrastructure systems. Such positions may typically include City Manager; Public Works Commissioner or Board Member; Road Commissioner; Highway Commissioner; Transportation Commissioner; or other comparable position
- C. Elected officials who have prior qualifying experience from either category "A" or "B" may also be considered as candidates.

**SELECTION:** Is by a panel of judges appointed by the president of the MCAPWA Board of Directors. Membership of the panel represents the public works field and other agencies with an active interest in the public works profession.

**NOMINATION PROCESS** Any governmental entity, group, or individual may nominate candidates. Self-nominations are not accepted. APWA membership is required. Original submittal should include nomination form and supporting documentation. It is encouraged that these materials be completed by the nominating party and not be left for the candidate to submit themselves. An electronic copy in PDF format or three hard copies of the submittal are required. These materials should be sent to [dhoward@scarboroughmaine.org](mailto:dhoward@scarboroughmaine.org) Materials submitted for supporting documentation will not be returned.

**DEADLINE:** March 1, 2024

**PRESENTATION:** The award winner is presented with a plaque during the Maine Chapter APWA 2024 Spring Meeting on April 4, 2024.

**QUESTIONS:** For further information on the application or requirements you may call Doug Howard at 207-730-4400 or [dhoward@scarboroughmaine.org](mailto:dhoward@scarboroughmaine.org) The information is also available on the MCAPWA website <https://maine.apwa.net>

## **2023 MCAPWA Public Works Leader of the Year**

### *Nomination Form - Candidate*

DEADLINE: March 1, 2024

In order for the nominee to be considered, both the Nomination Form and Supporting Data Form must be completed by either the nominee or the group/individual making the nomination.

FORWARD THREE (3) COPIES OF THE NOMINATION AND SUPPORTING DATA FORMS OR AN EMAILED PDF TO:

MCAPWA Public Works Leader of the Year  
C/O Doug Howard  
Scarborough Public Works  
20 Washington Ave  
Scarborough, ME 04074  
[dhoward@scarboroughmaine.org](mailto:dhoward@scarboroughmaine.org)

# 2023 MCAPWA Public Works Leader of the Year

*Nomination Form – Nominating Group or Individual*

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Group/Individual Nominating

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Title

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Agency/Organization

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Address

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City

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Phone

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E-mail



## 2023 MCAPWA Public Works Leader of the Year *Supporting Data Form*

**DEADLINE:** March 1, 2024

Please note below who is completing this form.

- Nominee
- Group/Individual Nominating

Please complete the requirements listed below limiting submittal to twenty (20) pages. Include at least one original color photograph (head shot) of the nominee with your submittal. An emailed PDF or three hard copies of the submittal are required.

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Candidate's Name

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Title

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Agency/Organization

Please indicate the category in which the candidate's agency/organization falls under:

- Municipality
- County
- State

Please indicate the population served by the candidate's agency/organization.

**Employment Record:** Briefly list all employment positions, dates of each position, and description of responsibilities. Begin with current employment.

**Job-Related Technical and Managerial Accomplishments:** Describe major achievements and accomplishments. State specific role in each. Including innovations in technical and/or managerial fields.

**Initial and Lifelong Education:** Include colleges and universities attended, dates of attendance, majors, and degrees received. List attendance at professional institutes and on-the-job training.

**Publications and or Presentations:** List any published articles and/or papers delivered at professional meetings.

**Professional involvement:** List organizations, activities, offices held.

**Community Service:** List organizations, activities, offices held.

**Awards:** List educational, professional and civic awards. Include recognition for public service

A PDF or three hard copies of submittal are required. These materials should be sent to

[dhoward@scarboroughmanie.org](mailto:dhoward@scarboroughmanie.org)

MCAPWA Public Works Leader of the Year  
C/O Doug Howard  
Scarborough Public Works  
20 Washington Ave  
Scarborough, ME 04074

The submittal and copies should include nomination form, supporting documentation and at least one original color photograph (headshot only) of the nominee. Letters of recommendation will be accepted providing each letter cites specific examples of professional involvement with the nominee. Letters will not be accepted after nomination deadline.