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**2023 AWARD FOR TEACHING EXCELLENCE CRITERIA REQUIREMENTS OF APPLICATION**

Application packages must include all the items listed below, in the specified order. Formatting instructions are noted for each part. **Applications that do not conform to these specifications will be disqualified.**

##### **Data Sheet (form must be typed)**

The data sheet requests contact information for the state, federal, or direct affiliate; the applicant; and the applicant’s local affiliate.

1. **Resume (two pages maximum & must be typed)**

The resume provides a brief, factual overview of the applicant’s career, including positions held, degrees attained, honors received, etc. The resume may also describe personal achievements or activities that are not noted elsewhere.

1. **Applicant’s Statement (No more than 6 pages, single-spaced, 12 point)**

The applicant’s statement must be written by the applicant as a first-person narrative. The statement should include specific examples to illustrate all five of the award criteria. The questions belowdo not need to be copied verbatim in the text. However, applicants are strongly encouraged to include headings or keywords related to the criteria to aid the panelists in their reading.

PROFESSIONAL PRACTICE:

* How have you grown as an educator throughout your career? Cite examples of ways you have developed your skills and/or adapted your practice over time. What strategies or methods do you use to support student learning and student success?
* Share a story about how your work has made a difference for a student or a group of students.

ADVOCACY FOR THE PROFESSION:

* How has your involvement in the National Education Association or NEA affiliate(s) contributed to your success as an educator? How would you persuade a new colleague to join or become more active in the association? In what other ways do you serve as an advocate for the profession and for public education? Please include examples.

FAMILY AND COMMUNITY ENGAGEMENT:

* Please describe how you build relationships and engage with family members to support student learning and success. How have you engaged the community to enrich students learning? How have you been intentional, engaging families and community members to enhance student learning and student success? How do you build relationships with parents and community members? Please include examples.

LEADERSHIP IN PROFESSIONAL DEVELOPMENT:

* What experiences or activities have been most beneficial to your professional knowledge, skills, and practice? How have you contributed to the professional development of your colleagues? How has your professional growth made a difference for your school or university, your students, and your community? Please include examples.

1. **Applicant’s Statement (cont.)**

ATTENTION TO EQUITY, DIVERSITY, INCLUSION AND JUSTICE:

* How do you address issues of equity and diversity in your interactions with students? What is the result of such efforts? How does your approach to diversity, equity, inclusion, and justice affect your work? Please include examples.

1. **Letters of Endorsement (Up to three letters, two pages maximum each, double-spacing preferred)**

can be written by applicant’s local affiliate president, colleagues, current or former students, parents, or community members. Letters should be signed, if possible, and the salutation should address the NEA Foundation’s national selection panel.

1. **DIGITAL PHOTO**

Please email a JPEG photo (at least 72 pixels per inch and 400KB) of the applicant to Courtney Gillespie ([courtney.gillespie@ieanea.org](mailto:courtney.gillespie@ieanea.org)).

**Submission** 1) Do **not** staple or permanently bind the materials. Paper clips are

acceptable.

2) Do **not** use covers or other decorative packaging.

3) Include **only** the materials requested in these guidelines.

4) Mail one complete application package **for receipt at the Illinois Education Association-NEA by December 15, 2022**.

Send your application package to:

**Illinois Education Association-NEA**

**Tom Tully, Secretary-Treasurer**

**100 East Edwards Street**

**Springfield, IL 62704-1999**

5) Email your digital JPEG Photo to [courtney.gillespie@ieanea.org](mailto:courtney.gillespie@ieanea.org)

**Questions?** Call or e-mail Courtney Gillespie

1-800-252-8076, ext. 2268 or [courtney.gillespie@ieanea.org](mailto:courtney.gillespie@ieanea.org)

**Checklist** 1) Data sheet 2 pages/Typed

2) Resume 2 pages maximum

3) Applicant’s Statement No more than 6 pages, single-spaced, 12 point

4) Letters of Endorsement 6 pages maximum

5) Digital Photo Emailed to [Courtney Gillespie](mailto:courtney.gillespie@ieanea.org)

