



Michigan Association of Municipal Clerks (MAMC) 2019 Clerk of the Year Official Nomination Form

Return by: **February 1, 2019** to **MAMC Clerk of the Year, City of Grand Rapids, City Clerk's Office - Attn: Stephanie McMillen, 300 Monroe Ave. NW, Grand Rapids, MI 49503**. Nominations may also be sent via email to smcmillen@grcity.us or by fax to **616.456.4607**.

All nominations will be confirmed. If you have not received confirmation within 5 days of submitting the nomination form, please contact Stephanie McMillen at 616.456.3015.

Name of Nominated Clerk: _____

Municipality: _____ County: _____

Address: _____ MI _____
Zip Code

Phone: _____ Email: _____

Name of person nominating Clerk: _____

Your Address: _____ MI _____
Zip Code

Your Phone: _____ Your Email: _____

In order for your nominee to be considered, we ask that you please return this completed form with the following information:

1. Describe why the person you are nominating is qualified to be considered for the **“MAMC Clerk of the Year”** award using the following criteria:
 - a. Years of experience
 - b. Demonstration of above average performance in the position
 - c. Active in county/state/national associations
 - d. Interest in improving skills and advancing the profession
 - e. Contributions to community and respect of community leaders.

Nominated clerks must be current members of the Michigan Association of Municipal Clerks for 2018 and required to renew their membership in 2019.

All nominated candidates will be requested to complete a questionnaire. A maximum of five candidates in each category will be selected by the nominating committee for placement on the Clerk of the Year ballot using the above criteria.

Awards will be presented on Thursday, June 20, 2019 at the MAMC Annual Conference at the Kalamazoo Radisson Hotel.