

Georgia City-County Management Association Cornerstone Award Nomination Form

Award Description

The purpose of the Georgia City-County Management Association Cornerstone Award is to recognize Assistant or Deputy Administrators/Managers for their management and leadership role within Georgia cities and counties and their support and contribution to the City/County Administrator/Manager.

The GCCMA Awards Committee will review nominations and make a recommendation to the GCCMA Board who will make the final award decisions. There is no guarantee that awards will be made each year in each category.

Nomination Information

Minimum Qualifications:

- Must be a GCCMA member
- Must currently be in a City/County Assistant or Deputy role.
- Must have the endorsement of their current City/County Administrator/Manager but may be nominated by any GCCMA member.

Each nomination should answer the following questions in a written narrative style that confirms the minimum requirements and answers each individual question below.

- 1) How does this individual support the Executive Management Office/Manager in their current and/or former municipality positions?
- 2) How does this individual positively shape organizational culture?
- 3) How does this individual demonstrate flexibility and adaptability in performing the duties as an assistant or deputy city manager?
- 4) How does this individual demonstrate problem solving skills, overcoming obstacles through projects or initiatives to continue progress and achieve success?
- 5) How does this individual foster collaboration at the executive level and throughout the organization?

Formatting and Submission Instructions

Nominations should be Times New Roman 12 pt. font, using common business margins, no longer than five pages, with the first page being an executive summary that includes the nominee's name, the nominator's name, email address and telephone number, and the name and contact information for the endorsing City/County Administrator/Manager.

Additional material may be added to the nomination, including a resume, recognitions, certificates, or photographs, up to a total nomination document not to exceed ten (10) pages. Additional material will function as a supplement and does not replace the narrative. All pages should be numbered in sequential order.

When completed, save as a single PDF with the following nomenclature:

GCCMA2024 Cornerstone Award Jurisdiction Name.pdf

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Deadline and Award Announcements

Nominations must be sent to merrissp@outlook.com by **Friday, September 13, 2024**. Awards will be presented at the 2024 GCCMA Fall Conference at Jekyll Island on November 13, 2024.

Address questions to Peggy Merriss, Executive Director, GCCMA at merrissp@outlook.com.