



**TEXAS
LONE STAR
CHAPTER**
CLUB MANAGEMENT
ASSOCIATION OF AMERICA

Professionals of the Year Nomination Form

Below are some suggestions to assist with your applicant's information. This is not an exhaustive list nor are all items required; however, the items in bold are necessary for processing.

Nominee: _____

Position/Title: _____

Nominating Club: _____

Club Address: _____

GM/COO Advocate: _____

Advocate Email: _____

Advocate Phone: _____

Application Considerations:

- 1. Candidate must hold a senior staff position for a major department of the club and report directly to the General Manager or indirectly through to the Assistant Manager or equivalent.**

Nominee Name: _____

Title: _____

Nominee Reports to: _____

Title: _____

- 2. Provide a summary of your candidate's overall contributions to your club and their associated profession.**

3. Using the “Candidate Qualifications” from the program outline, please provide your assessment of those qualities that best represent the character, passion and energy of the candidate you are nominating.
 - a. Overall Professionalism, Attitude and Commitment
 - b. Operational
 - c. Budget Management
 - d. Inspiring Member Service
 - e. Leadership Development and Preparation

4. Develop a vision of your candidate's contributions and value to the management structure of your club providing details and events (see suggestions below).
 - a. Describe the solution process that your candidate employs to face challenges
 - b. Describe your candidate's techniques/methods on teambuilding
 - c. Describe your candidate's approach for handling difficult and/or sensitive situations with members and/or employees
 - d. Describe your candidate's preparations/anticipation of emergency situations

8. Please provide what you believe to be the key ingredients to your candidate's success at your club.

Please provide additional letters of recommendation, commendations and/or references from the Club's Directors, Executives, Committee Members, Co-workers, etc.

Nominations should be submitted to:

Sam Brewster
Managing Director
sam@texascmaa.org