



<b>POLICY:</b> Citizen of the Year Policy & Procedures		<b>NUMBER:</b> 4.01	<b>PAGE:</b> Page 1 of 2
<b>SUBJECT:</b> General			
<b>APPROVED:</b> June 12, 2016	<b>REVISED/REAFFIRMED:</b> February 2012	<b>SUBJECT TO REVIEW:</b> March 2014	

**PURPOSE:**

To recognize an individual with the “Winkler Citizen of the Year Award” who has contributed to making the City of Winkler a great place to live, work, play and learn.

**QUALIFICATIONS OF RECIPIENT:**

**Nominee should have demonstrated achievement in one or more of the following areas:**

- Served the Winkler community above and beyond that required or expected through the individuals employment
- Demonstrated, either as an individual or through an organization, character, commitment, and /or leadership that made a positive difference
- Contributed his/her talents in helping others through acts of goodwill, without personal or monetary compensation.
- Demonstrated leadership resulting in contributions that had a positive impact on the city of Winkler.
- Should be involved in more than one interest
- Involvement should be over a period of time
- Contributed in a way that resulted in significant impact within the City of Winkler

**CONDITIONS:**

- Nominee must be 18 or older
- Nominations will only be accepted on an official entry form; anyone is able to submit a nomination
- Previous award recipients are ineligible for nomination
- The award recipient or representative should be available to attend the Winkler Citizen of the Year Award banquet
- Nomination information in relation to the winner may be used for publicity purposes
- The Winner should make themselves available without cost for publicity purposes.



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**RESPONSIBILITIES OF WCF BOARD:**

- Appoint a Citizen of the Year (COY) Committee which should consist of Board Member (one or two), the Executive Director and Community Volunteers (two to three)
- Responsible for the selling event tickets and sponsors as needed

**RESPONSIBILITIES OF COY COMMITTEE:**

- Arrange meetings as deemed necessary to update and distribute nomination forms, plan banquet details
- Creating the time line for nominations and nomination form
- Advertising of nomination and event
- Coordinate the Award Banquet with WCF Granting Announcement
- Be the Selection Committee for the award; at discretion of the COY Committee to bring in extra board or community members to assist in the selection of the recipient
- Complete a review following the event and submit a copy to the WCF Board