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| SAMPLE NOMINATION FORM – Tomorrow's Leaders Category |
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| This **sample** form is intended for use in compiling the information needed to submit a nomination for a **Tomorrow’s Leaders** candidate.  Entries must be submitted via the online nomination form, which will be available **through December 15, 2023**, at [www.chausa.org/awardnominations](http://www.chausa.org/awardnominations)**\* Denotes required fields** |
| 1. NOMINEE   |
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| --- | --- |
| Prefix  |   |
| First Name \*  |   |
| Middle Initial  |   |
| Last Name \*  |   |
| Suffix  |   |
| Job Title \*  |   |
| E-mail \*  |   |
| Phone \*  |   |
| Mobile  |   |
| Fax  |   |
| Health System \*  |   |
| Nominee’s Company \*  |   |
| Country \*  |   |
| Address \*  |   |
| City \*  |   |
| State/Province \*  |   |
| Postal Code \*  |   |
| **The nominee is age 40 or younger** \*  (If selected, this candidate will be required to attend the Tomorrow’s Leaders Program AND the Catholic Health Assembly in June.) Yes No |

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| 2. NOMINATION CRITERIA  |
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| **Mission** \* Give example(s) of candidate’s demonstration of the ministry’s core commitments in the following areas: * Promote and defend human dignity
* Attend to the whole person
* Care for poor and vulnerable persons
* Promote the common good
* Act on behalf of justice
* Steward resources
* Act in communion with the church

Maximum Word Count: 400   |
| **High Performance** \* Describe candidate’s consistent contribution to the ministry as evidenced by a record of high performance. Provide examples of significant accomplishments and list any quantitative measures of impact and/or outcomes where applicable. Maximum Word Count: 400   |
| **Leadership Potential** \* A Tomorrow’s Leader is expected to possess strong emotional intelligence and demonstrate behaviors of compassionate ministry leadership. Provide examples of this candidate's observable traits or actions that demonstrate compassionate leadership. List any remarkable impact and/or outcomes that have resulted due to the candidate's leadership qualities. Maximum Word Count: 400   |
| **Contribution to Community** \* Describe candidate’s demonstrated commitment to advance her/his community through civic, cultural or voluntary contributions outside the scope of her/his work or job role. Maximum Word Count: 400   |
| 3. NOMINATION SUBMITTED BY  |
| You are logged into the CHA website as \_\_\_\_\_\_\_\_\_\_\_\_\_ (\_\_\_\_\_\_\_\_@\_\_\_\_\_) and will serve as the initial point of contact for notification about this nomination.  |
|    |   |
| 4. LETTERS OF RECOMMENDATION  |
| Three (3) letters of recommendation are required, in the following format: \* * Microsoft Word document or PDF
* Maximum of one page (single sided) with one-inch margins
* Arial, 12-point font
* Before uploading, save the file name for each letter as follows:

NomineeLastName\_FirstInitial\_1 (i.e., Jones\_R\_1)  NomineeLastName\_FirstInitial\_2  NomineeLastName\_FirstInitial\_3  ***NOTE****: You will be required to attach the letters of recommendation during the online* *submission process****.*** *Letters of recommendation must be provided by three additional sources. (Letters written by the person submitting this nomination or CHA staff are not eligible.)*  |
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| **Submission Tip**  |
| We recommended you **type the information for each of the above sections in a Word document and save it, then copy and paste each section into the online form,** which will be available through **December 15, 2023,** at [www.chausa.org/awardnominations](http://www.chausa.org/awardnominations). Once you have submitted your entry online, you will ***not*** have the option to retrieve and modify it.  |