



## LIFETIME ACHIEVEMENT AWARD

### Guidelines

The purpose of this award is to identify and recognize a member of the Wisconsin Municipal Clerks Association who has made significant contributions to the objectives of the Municipal Clerk's profession, the improvement of municipal government in Wisconsin, and the contributions and improvements in the Clerk's own community. Criteria for the person chosen for the Lifetime Achievement Award shall include, but not be limited to: length of service, interaction with fellow clerks, promoting education to and about the clerk's role in local government, attendance at national and state conferences, pursuit of continuing education, community service and involvement.

Any member of the Wisconsin Municipal Clerks Association or a municipal official is encouraged to nominate a candidate for recognition for the Wisconsin Municipal Clerks Association Lifetime Achievement Award for the current year. Nomination forms can be obtained from the WMCA Executive Director or the WisClerks.org website. **Nomination forms must be received by the WMCA Executive Director no later than June 30.** The finalist will be honored at the Wisconsin Municipal Clerks Annual Conference.

A nominee for the Wisconsin Municipal Clerks Association Lifetime Achievement Award **MUST MEET** the following criteria:

1. Be a current member and member in good standing of the Wisconsin Municipal Clerks Association for at least five (5) years. Member in good standing means a fully paid member.
2. Currently hold the position of municipal or deputy clerk.
3. Exhibit leadership ability.
4. Have received and currently holds certification as a Municipal Clerk (CMC, MMC, WCMC OR WCPC).
5. Be active in the Wisconsin Municipal Clerks Association; i.e. attendance at district functions, state conferences, participation in committee work, etc.

To ensure the necessary information is complete and accurate, it is suggested that the data on the nomination form be supplied by the clerk being nominated.

**A letter of support from the nominated clerk's municipality must accompany the nomination.**

Return the completed form to:

Lifetime Achievement Nomination  
WMCA  
1414 Montclair Place  
Fort Atkinson, WI 53538