



Young Engineer of the Year Award Guidelines and Instructions

I. PURPOSE

This award recognizes young members of MSPE who have made outstanding contributions to the society, the engineering profession and their communities during the early years of their careers.

II. BASIC QUALIFICATIONS

These basic qualifications ***will be strictly enforced.***

- A. The candidate must be a member of MSPE
- B. The candidate must have paid his dues for the current year.
- C. The candidate must be age 34 or younger as of January 1 of the year of the Annual Convention at which the award will be presented.
- D. Although registration as an EI/EIT by the nominee is satisfactory, licensure as a Professional Engineer will be given greater consideration.
- E. Nominations must be made by an MSPE Chapter. Only one submission per chapter will be accepted.
- F. Repeat candidates from a chapter will be accepted provided said candidate meets all other criteria and that the chapter formally nominates the candidate each year that he or she is to be considered.
- G. To be considered at the state level, ***chapter candidates must have a minimum of 20 points in Part 1 of Selection Criteria B - Professional society activities, positions held and achievements.*** If the chapter's candidate does not have at least 20 points in this area, they will **NOT** be considered for the state award.
- H. To be the state society's nominee for the National Young Engineer of the Year, candidates must be a three-tier member (NSPE, MSPE and Missouri Chapter)
- I. Current officers and directors of NSPE are not eligible for nomination at the national level.

III. INSTRUCTIONS FOR COMPLETING THE NOMINATION FORM

- A. The nomination form should be typed and should be neat, legible and non-ambiguous.
- B. Submissions must include the attached Nomination Form as the cover page. Nomination form must be signed by the nominee and a representative of the chapter making the nomination.
- C. This nomination form and all accompanying sheets shall be typed in 11-point Arial font.
- D. Supporting pages shall identify which of the seven criteria categories each applies.
- E. Complete nomination packets shall not exceed **15** 8-1/2" by 11" pages
- F. The nomination form should be bound, preferably with one corner staple, with all form sheets and attachments.
- G. Letters of endorsement, firm brochures, resumes and other miscellaneous enclosures **are not encouraged and will not be accepted as part of the nomination form.**
- H. A brief statement of 500 words or less summarizing the candidate's bio must be submitted as a separate (non-attached) item with the nomination form. The narrative will be the basis for an article or articles to be published in The Missouri Engineer and for a press release about the Young Engineer of the Year Award at both the state and national levels.

- I. Contact information for at least two media outlets where press release should be sent if the nominee is selected for this award.
- J. **Photo:** One photo of the candidate must be included with the nomination form. Photos must be of resume quality and submitted as a .jpeg file to cheriebishop@mspe.org.

IV. SELECTION CRITERIA:

MSPE's Awards Committee is responsible for evaluating the Young Engineer of the Year award nomination forms using the following Selection Criteria:

A. Collegiate educational and extra-curricular achievements

Include undergraduate and post-graduate degree(s) with institution, major(s), and date for each degree; honorary societies; scholastic awards; organizations in which the nominee participated, and any other activities deemed relevant to this category.

B. Professional society activities, positions held, and achievements

Part 1. NSPE-MSPE society activities, positions held, and achievements

National, State, Chapter and Practice Division activities – Include positions held, awards received, notable achievements, etc. **Note: Must score at least 20 points to be considered for the state award.**

Part 2. Other Professional society activities, positions held, and achievements

These should include any non-technical organizations (e.g. MSPE, NSPE, SWE, NSBE, and SHPE) at the national, state, and local level. Include affiliations, positions held, awards received, notable achievement, etc.

Note: this is the most significant category for scoring.

C. Technical society activities, positions held, and achievements

Representative organizations in this category include the founding societies (e.g. ASCE, ASME, and IEEE) and any others for which the nominee's technical prowess is applicable. Include affiliations, positions held, awards received, notable achievement, etc.

D. Community and humanitarian activities, positions held, and achievements

This category includes a wide swath of organizational activities, including service organizations, scouting, governmental service, religious organizations, and others intended to assist people and/or improve quality of life. Include affiliations, positions held, awards received, and noteworthy achievements with explanation of each's significance in the particular activity, etc.

E. Continuing professional competency

Include all studies and course work beyond material covered in category A. If the state licensing jurisdiction requires this, any permitted activity towards licensure renewal would qualify. List any significant papers published, talks presented, and articles written.

F. Career positions after completion of Baccalaureate degree

Include each employer, location, dates of employment. Describe nominee's position(s) with each employer and your responsibilities, e.g. number of persons supervised, size of budget managed, and types of duties.

G. Engineering career achievements

Describe nominee's accomplishments in each employment experience and the significance of them. Include customer/client feedback that reflects nominee's value. Provide information about patents either awarded or pending, awards for work performed or results achieved, and any other information that enhances the nominee's worthiness for this award. Note this is the most significant category for scoring.

IV. DEADLINE AND SUBMISSION

Nomination packets must be received in the MSPE office no later than March 12 of the year in which the nomination applies. (Unless March 12 falls on the weekend, when the deadline for nominations will be the following Monday) Nominations will not be carried forward to a subsequent year. Submit completed nomination form and attachments to:

Blake Murray, MSPE Director of Membership
 200 E. McCarty Street, Suite 200, Jefferson City, MO 65101
 Phone: 573-636-4861 FAX: 573-636-5475
 Email: Bmurray@mspe.org

V. AWARD PRESENTATION

The award consists of an engraved plaque which will be presented at the MSPE Annual Convention (usually held in June).

VI CANDIDATE RECOGNITION

Chapter nominees are recognized at the Annual Convention during the Annual Banquet. Each candidate is encouraged to attend the Annual Convention. ***Special attendance incentives may be offered to each candidate along with other recognition.***



Young Engineer of the Year Award Nomination Form

Please Type

Candidate: _____ Signature: _____

Home Address: _____

Employer Name: _____

Address: _____

Candidate's Date of Birth: _____

Date on which Candidate passed the Fundamentals of Engineering Exam: _____

If Candidate holds a PE License – Jurisdiction: _____ License #: _____

MSPE/NSPE Affiliation: _____
Member # State Society Chapter (if applicable)

Chapter Making Nomination: _____

Chapter Authorized Representative: _____
Name & Title Signature

Telephone: _____ E-Mail Address: _____ Date: _____

Submit completed nomination form and attachments to:

Blake Murray
Bmurray@mspe.org
MSPE Director of Membership
200 E. McCarty Street, Suite 200
Jefferson City, MO 65101