


TIME TO SHINE:

MAKING THE MOST OF AN AALAS AWARD NOMINATION



By Jane Olin, DVM

ALAS values outstanding performance by its members and recognizes it by presenting annual achievement awards. The six AALAS awards are the Pravin N. Bhatt Scientific Investigator Award, Nathan R. Brewer Lifetime Achievement Awards, George R. Collins Education and Training Award, Joseph J. Garvey Management Award, Charles A. Griffin Award, and Technician of the Year Award. A glance at the list of past award winners shows a veritable who's who of AALAS stars.

Each of us knows someone who is a leader in our facility, local branch, or on a national committee who is deserving of recognition by their peers. This year take time to celebrate your colleagues by nominating someone for an AALAS award. Details on the awards and selection criteria are found on the AALAS website under the Get Involved tab.

Shine On

When submitting a nomination or a letter of support, it is crucial to make your submission shine and show off your nominee to their best advantage. Nomination packets are composed of a nomination form, nomination letter, several reference letters, and the nominee's resume or CV.

The Awards Selection Committee uses the award criteria to score the submissions based on the information provided in the nomination packet. A candidate might be outstanding in their field, but if the nomination packet does not thoroughly demonstrate their accomplishments, the scores will not be as high. Use the following suggestions to create a top scoring submission.

Nominator Form

- Thoroughly and accurately, detail the nominee's

accomplishments by completing the form.

- If you don't know something, try to find out the information by asking the person's colleagues or AALAS staff. Don't leave fields blank.

Nomination Letter

- Review the award information with special attention to the description and criteria. Each award has unique criteria, and some include specific characteristics a successful candidate should demonstrate. Tailor the nomination letter to the award.
- Write a real letter on institutional or company letterhead formatted as a traditional business letter and attach the signed, scanned letter to the nomination. The letter format helps organize your thoughts and adds extra style and formality.
- Discuss the nominee's accomplishments as they pertain to the award criteria. Highlight a few things about the nominee that show how they excel at those activities. Do not regurgitate the entire resume.
- Use specific personal examples to show how the nominee's accomplishments impacted the workplace, institution, community, or AALAS overall.
- Keep the letter to 1-2 pages long.

AALAS CONNECTION

Nominee's Resume

- Of course, you would like to keep this whole process a surprise but try very hard to get a copy of the nominee's resume to help you compose your letter and to share with the references.
- Encourage your nominee to have a resume that is accurate, up-to-date, and nicely formatted; include local/national AALAS awards, publications, presentations, and positions held as well as special work responsibilities such as IACUC or EHS.

References

- Recruit a diversity of references. Preferably not all co-workers. Consider professional associates, supervisors, investigators, or AALAS colleagues.
- Contact the references in advance to confirm they are willing to support your nominee. Share the award criteria and the candidate's resume.
- Ask them to write a real letter, as described above.
- The AALAS office will reach out to the references listed on the nomination form, but they should already be prepared for the call.

Final Steps

To be nominated, both the nominator and the nominee must be current national members of AALAS. The completed nominator form (available on the AALAS website) plus your nomination letter are submitted to the AALAS office by email by April 3, 2019. The AALAS office will contact the nominee to ensure that they accept the nomination and to request a copy of their resume or curriculum vitae. Then the AALAS office contacts the references listed on the nominator form to complete the reference forms and provide a letter of support. All materials must be received at the AALAS office by April 15, 2019.

The AALAS office distributes the assembled packets to the Awards Selection Committee (ASC) for review. The AALAS office compiles the scores from the reviewers, and the ASC is notified of the overall results. In circumstances where there is a tie or very close scores, the ASC will re-review the packets and discuss the rankings to determine a winner. The ASC presents the results to the AALAS Board of Trustees for final confirmation.

The awards are presented at the AALAS National Meeting Opening General Session. In addition, award winners are featured on signage in the convention center, in the meeting's *Final Program*, in the Opening General Session program, and in the December issue of *LAS Pro*.

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Nathan R. Brewer Lifetime Achievement Award

The Nathan R. Brewer Lifetime Achievement Award recognizes an individual for outstanding lifelong contributions to the improvement of care, quality, and environment of animals used in biologic and medical research. Nominees have significant, consistent dedication to, and focus on, laboratory animal science and AALAS.



Charles A. Griffin Award

The Charles A. Griffin Award recognizes an individual or group of individuals who have demonstrated ethical scientific and/or technological advancements in humane experimentation or improved animal care practices. Nominees may be an individual or group of individuals who have demonstrated ethical scientific and/or technological advancements in humane experimentation or improved animal care practices.



Joseph J. Garvey Management Award

The Joseph J. Garvey Management Award recognizes an individual for their outstanding accomplishments in administration, management, or the support of programs relating to the care, quality, or humane treatment of animals used in biomedical research. Nominees may be directors, managers, supervisors or administrators.



Pravin N. Bhatt Scientific Investigator Award

The Pravin N. Bhatt Scientific Investigator Award recognizes an individual for their outstanding scientific accomplishments. Nominees demonstrate significant effort engaged in scientific research.



George R. Collins Education and Training Award

The George R. Collins Education and Training Award is presented to an individual for outstanding contributions to the field of laboratory animal training and education. Nominees have responsibility for training or education within their organization or have significant dedication to sharing skills and knowledge with fellow colleagues.



Technician of the Year Award

The Technician of the Year Award recognizes an individual for their accomplishment and contribution to the promotion of laboratory animal care. Nominees have primary responsibility for feeding, handling, and/or care of laboratory animals.