

FEDLINK LIBRARY TECHNICIAN OF THE YEAR AWARD



Instructions:

- 1. Fill out the nomination form.
2. Complete the four (4) Selection Criteria Statements (Service Excellence, Competency, Adaptability and Support Data).
3. Save a copy of the completed form.
4. Collect the required signatures on paper (or electronic signature if available at your agency).
5. Scan and attach any supporting materials (i.e., testimonials, managerial endorsements, newspaper articles, promotional materials) that relate to the accomplishments of Fiscal Year 2017)
6. Email or fax a copy of the nomination form, selection criteria statements and supporting materials to fliccfpe@loc.gov or 202-707-4828 no later than 11:59 p.m. Friday, January 19, 2018. If you do not receive confirmation of your submission within one week, please contact Lizzie Daniels by phone at 202-707-4813.

Use the exemplars at http://www.loc.gov/flicc/Awards/previous\_year\_exemplars as a guide in completing the application packet and writing the Selection Criteria Statements.

Nominee

Name:
Title:
Agency:

Library/Information Center Address:
City: State: Zip:

Phone:
Fax:
Email:

Additional Comments or Explanations: (No more than 50 words)

Nominator

Name:
Title:
Organization:

Preferred Address:
City: State: Zip:
Phone:
Fax:
Email:





Relationship to Nominee: **Self** **Other**

Nomination Statement (**Mandatory**): I believe the nominee should be Federal Library Technician of the Year for Fiscal Year 2017 because (50 words or less)

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Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

**Management Approval - Immediate Supervisor**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_

Statement of approval: I approve this nomination for Library Technician Center for Fiscal Year 2017.  
Comment: (No more than 50 words)

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Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

**Management Approval - Second Level Supervisor**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_

Statement of approval: I approve this nomination for Library Technician for Fiscal Year 2017.  
Comment: (No more than 50 words)

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Signature: \_\_\_\_\_  
Date: \_\_\_\_\_



Selection Criteria statements (covering achievements during Fiscal Year 2017, not to exceed one page per criterion; cite specific examples and any supporting quantifiable data from Fiscal Year 2017 only):



1. Commitment to service excellence in support of the mission of the library or information center in Fiscal Year 2017. (Include brief statements of the library mission.)

Lined writing area for providing responses to the selection criteria. The area consists of approximately 35 horizontal lines for text entry.

**FEDERAL LIBRARY & INFORMATION NETWORK (FEDLINK)**



Selection Criteria statements (covering achievements during Fiscal Year 2016, not to exceed one page per criterion; cite specific examples and any supporting quantifiable data from Fiscal Year 2017 only):



2. Exceptional technical competency demonstrated during Fiscal Year 2017 in one of the following: public services, technical services, information technology, or other library/information service areas.

A series of 26 horizontal lines provided for entering a response to the selection criterion.





Selection Criteria statements (covering achievements during Fiscal Year 2017, not to exceed one page per criterion; cite specific examples and any supporting quantifiable data from Fiscal Year 2017 only):

3. Flexibility, open to change in Fiscal Year 2017, adapting work methods to changing conditions and dealing effectively with ambiguity.

A series of horizontal lines provided for writing the selection criteria statement.

