



ACEC Young Professional Award Guidelines

This award is intended to recognize the accomplishments of our young professionals who have contributed to the engineering profession and impacted society.

1. **Name of Award:** ACEC Young Professional Award
2. **Nominations:** Nominations for this award shall only be made through Member Organizations (MO – ACEC Florida).
 - A nominee shall be employed at a member firm of their respective MO.
 - **Nominations are due to the applicable MO prior to the ACEC deadline. Check with your MO for their submission date.**
 - **No more than two (2) nominations shall be submitted per MO.**
 - ACEC Florida Award deadline is **Friday, March 22, 2024**. Nominations from the M.Os are due to ACEC by 11:59pm on **Friday, May 3, 2024**.
 - All nominations must be complete and submitted electronically on the nomination form provided. Please submit all winning applications to Heather Talbert, htalbert@acec.org
 - Incomplete nomination forms may delay processing and not meet the deadline.
3. **Evaluation and Selection of Nominees:**
 - ✓ The evaluation of the nominees for the award will be made by the Young Professional Awards Subcommittee of the Fellows Committee.
 - ✓ The Sub-committee will recommend the top 5 finalists to the Fellows Committee. The top vote getting finalist will be announced as the Young Professional of the Year at the annual ACEC Fall Conference.
4. **Criteria for Award:**
 - The nominees shall be employees of ACEC member firms.
 - The nominees shall be engineers 35 years of age or younger as of December 31, 2024.
 - The nominees shall be a registered Professional Engineer or hold a professional license in their field of expertise.
5. **Recognition:**
 - All finalists will be recognized in person at ACEC's Fall Conference Awards Luncheon.
 - The Young Professional of the Year will be announced during the Awards Luncheon at the annual ACEC Fall Conference. The winner will receive a scholarship from the College of Fellows to attend the ACEC Business of Design Consulting seminar.



ACEC Young Professional Award

Nomination Form (Must be completed for each nominee)

Nominations for this Award shall ONLY be made through the ACEC Member Organization

Completed nomination form shall be submitted to the Member Organization (MO – ACEC Florida) and address indicated below:

Member Organization: _____

Contact Person: _____

A. Nominees Information

Name: _____

Position or Job Title: _____

Employer Name: _____

Work Address: _____

Work Email: _____

Age as of December 31, 2024: _____

Education

School(s) and Location: _____

Degree(s) and Majors: _____

Professional Registration

State(s): _____

P.E. Registration Number(s) and or other professional registrations:

Discipline(s): _____

B. Application Statements

Provide two statements of 250 words or less each supporting the nomination on a separate sheet of paper.

1. For the Nominee: What does this award mean to you? **(250 words)**
2. For the Firm Principal: Why should this individual be considered for this award? **(250 Words)**
(This statement should be on company letterhead.)

C. Volunteer Activities: Provide your responses on a separate sheet of paper.

1. List your **professional organizations** and your role in each.
2. List your recent **community volunteer activities** and your role in each activity.
3. Write a **250 essay** on your most recent significant achievement for your professional or community volunteer activities.

D. Technical and Leadership Activities: Please attach response on a separate sheet of paper to the following two questions.

1. Describe how you were able to solve a technical problem/issue working within a team setting. (200 Words)
2. How would you describe your leadership style for your current position or the position you plan to obtain? (200 words)

E. Finalist Recognition: Please share your Firm's Communication contact information and contact details for a local publication in the nominee's hometown. Press Releases will be sent should the nominee become a Finalist.

Firm Communication Contact: _____

Telephone and email address: _____

Hometown Publication Name: _____

Contact Person: _____

Email Address: _____

F. Photos

Headshot: Nominees must provide an electronic color headshot of high-quality resolution suitable for publication and no smaller than 1MB (.jpg, .tif, .png formats)
Business attire is strongly recommended.

Firm Logo: Candidates must provide an electronic firm logo of high-quality resolution suitable for publication and no smaller than 1MB (.jpg, .tif, .eps formats)

G. Photograph Consent and Release

Note: a scanned signature is acceptable

I, the undersigned, grant my consent and permission to publish my photograph and use my name solely for purposes of advertising, publicizing, and promoting the ACEC Young Professional Award program.

I, hereby, release and agree to hold harmless ACEC from any liability, and invasion of any right of privacy or publicity, arising out of the use of my name and photographs.

I acknowledge that I have read and understand this Consent and Release prior to signing it. I certify and warrant that I am of legal age and have the full power, right, and authority to enter this consent and release.

Signature of Nominee: _____

Print Name: _____

Date: _____

H. How did you hear about this ACEC Award?

From my employer: _____

From State M.O. _____

I. Sponsoring Information

ACEC National Staff Contact: Heather Talbert

Phone: 202-682-4377

Email Address: htalbert@acec.org

ACEC State Member Organization: _____

Contact Person: _____

Email Address: _____