

**FIRE INSTRUCTORS AND TRAINING OFFICERS ASSOCIATION  
2010 TRAINING OFFICER OF THE YEAR NOMINATION**

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**FITOAM IS LOOKING TO RECOGNIZE SOME OF IT'S TRAINING OFFICERS**  
Cleo L. Keiper Training Officer of The Year

**NOMINATE THE TRAINING OFFICER WHO YOU FEEL EXEMPLIFIES THE  
ROLE OF A TRAINING OFFICER!**

This award targets individuals currently responsible for the overall administration, management, and supervision of the Training Function in your organization. Typically, this includes responsibility for leadership, meeting legal requirements, assessing training needs, providing budget input, and program delivery and evaluation. These individuals also coordinate the training schedule and manage training records.

NAME OF NOMINEE \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE: (NIGHT) \_\_\_\_\_ (DAY) \_\_\_\_\_

NAME OF FIRE DEPT. \_\_\_\_\_ RANK \_\_\_\_\_

YEARS IN FIRE SERVICE \_\_\_\_\_ YEARS IN POSITION \_\_\_\_\_

NAME OF IMMEDIATE SUPERVISOR \_\_\_\_\_

LIST THE COUNTY THE NOMINEE LIVES IN \_\_\_\_\_

NAME OF NOMINATOR \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_

*Persons wishing to nominate someone for this award must prepare a written nomination that must follow the format of this application and must address the issues listed below. Additional pages or documents may be attached to the nomination form, not to exceed four pages in all. Submit the application by December 1st. Return to the address listed below.*

List the leadership and training program management skills the nominee has demonstrated.

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How has the nominee enhanced the image of your organization? \_\_\_\_\_

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What impact has the nominee had in his / her home organization in regards to mentoring instructors and instructor development?

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ON A SEPARATE PAGE LIST ANY FURTHER INFORMATION THAT WILL ASSIST THE SELECTION COMMITTEE IN SELECTING THE TRAINING OFFICER, INCLUDING EDUCATION, WORK HISTORY, ACCOMPLISHMENTS, AND LETTERS OF SUPPORT.

\_\_\_\_\_  
SIGNATURE OF NOMINATOR

\_\_\_\_\_  
DATE

- NOMINEE MUST BE A MEMBER OF FITOAM, NOMINATOR DOES NOT.
- NOMINATIONS DUE BY **DECEMBER 1, 2009**

IF YOU HAVE ANY QUESTIONS CONTACT FITOAM AT  
DALE SPECKEN OR EMAIL [AWARDS@FITOAM.ORG](mailto:AWARDS@FITOAM.ORG)

**PLEASE SEND OR EMAIL COMPLETED FORM TO:**

**FITOAM AWARDS  
101 17<sup>TH</sup> AVE SOUTH  
HOPKINS, MN 55343**