



National Concierge Association

NATIONAL AWARDS PROGRAM

Leadership Award Application

FOR NATIONAL NCA AWARD NOMINATIONS:

Deadline to submit nominations is June 1ST Annually

2023 EDITION



National Concierge Association

NCA LEADERSHIP AWARD

The National Concierge Association (NCA) "Leadership Award" honors an individual who has served on an NCA National and/or Chapter or Pre-Charter board of directors or committee for a minimum of two years, to include the current award term. The nominee must have demonstrated excellence in leadership via the following traits:

- Vision & motivation
- Effective team leader
- Delegation of duties
- Honesty, integrity, creativity, accessibility & communication
- Proven track record of supporting the NCA Diversity, and Inclusion statement

In addition to the above traits, the candidate must have, in the current award term, successfully initiated a new NCA Chapter/National program, event or project which demonstrably benefits the majority of the NCA membership and is directly attributable to the leadership of the nominee. They have been involved and provided leadership through other community events and organizations.

The NCA Leadership Award is a self-nominated award or the person can be nominated by a member with the NCA. The nominee must be a Certified Concierge, Accredited Associate or Endorsed Affiliate Partner.

EXTRA CONSIDERATION MAY BE GIVEN FOR THE FOLLOWING

- Nominee has successfully chaired one or more NCA National/Chapter committees.
- Nominee has successfully served on the NCA Executive Board prior to nomination.
- Nominee has received Leadership or comparable community honors in the Award Term

◇ To apply for the NCA Leadership Award:

- A nomination application to include the category cover page, which includes your statement on why you believe you should be awarded this honor, and documentation showcasing the work you have done as a leader.
- Requested documentation needs to be assembled into one document and saved as a Word document and as a separate file attachment. Please use the following format to name your file: LEADER-Last Name First Initial-YEAR OF AWARD TERM For example: **LEADER-Brengman P-2022.doc**
- A professional photo as well as a photo in a leadership roll should be sent in a jpg or png format should included in the email as a separate file attachment. Nominee should be wearing their NCA designation pin.
- The application document submission must be emailed to the NCA Chief Executive Officer no later than June 1st annually at info@ncakey.org.
- **Documentation received by the NCA CEO after June 1st will not be considered for an award. There is NO exception to this rule.**



National Concierge Association

NATIONAL NCA LEADERSHIP AWARD

Name of Individual:

Nominator Contact information:

Contact Name:		Email:	
Phone:		Cell:	
Address:		City, State, Zip	

Nomination Summary: (500 words or less, Font Calibri 10 pt)