



Texas Chapter Professional Manager of the Year Award Administrative Management

Purpose	The Professional Manager of the Year Award in Administrative Management recognizes outstanding achievements in the area of administration within the public works field who inspires excellence, leadership, and dedication to the public good..
Eligibility	<p>Any APWA member whose primary responsibility is the management of administrative functions in support of a public works department. Administrative Management functions may include, but not be limited to, human resources, financial/business operations, information technology, procurement, safety, and/or office management. Members of the Texas Chapter of APWA Board of Directors are not eligible during the time they serve on the Board. Texas Chapter APWA Awards Committee members are not eligible during the time they serve on the committee.</p> <p>Career Length—Candidates with a minimum of 10 years qualifying experience may be nominated.</p> <p>Employment—Candidates may be employed in either the public or private sector; however, career service must be in the field of public works, specifically providing agency support in the administrative management field.</p> <p>Scope—Candidates must provide administrative management support and have made significant contributions in the field of public works.</p>
Selection	The Awards Committee reviews the nominations and selects the award winners.
Criteria	<p>The Candidates must address the following specific criteria, which will be evaluated in the selection process.</p> <p>Profession—Significant contributions to the advancement of administrative management.</p> <p>Leadership—Outstanding leadership and vision evidenced by employing progressive management techniques in the area of administrative management.</p> <p>Innovation—Employment of new and innovative ideas and technology in advancing the effectiveness of administrative management.</p> <p>Employment Achievement—Implementation of effective methods to optimize management of administrative services.</p> <p>Customer Service—Evidence of a high degree of satisfaction among customers and other stakeholders.</p> <p>Community Service—Promotion of the field of public administrative management in the community, agency, or customers served.</p> <p>Sustainability—Support the advancement of sustainable contributions in public works.</p> <p>Awards Committee reviews the nominations and selects the award winners.</p>
Nomination Process	Any group, individual, or governmental entity may nominate candidates. Nominations are particularly encouraged from APWA chapters and branches. Self-nominations are not accepted. Nomination of a candidate is limited to one Professional Manager of the Year Award per year. Submittal should include supporting documentation that clearly addresses the eligibility requirements and the candidate’s professional work.
Presentation	The award winner is recognized at the awards ceremony during the Texas Chapter Annual Public Works Conference.
National Award	Winner will also be automatically submitted by the Chapter for the APWA Professional Manager of Year Award.