



# Sample Leadership Awards Nomination

## Category: Government and Defense

**Purpose:** To honor a woman who demonstrates exemplary leadership traits and has achieved success working for a government or U.S. Armed Forces entity.

**Eligibility:** A woman who works in either:

- Federal, state or local government, including a civilian working for the Department of Defense or one of the military services. She does not need to be a WIT member.
- Active military, military reserve or recent military service within the last 8 years. She does not need to be a WIT member.

**Ideal Candidate:** A woman who has accelerated and advanced her career beyond typical performance expectations while providing exceptional leadership and mentorship, who contributes to the community, and who satisfies all selection criteria.

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### Overall Eligibility Requirements

- ◇ Nominees must be women who work in or support the technology industry.
- ◇ Nominees **must live and work** in Northern Virginia, Maryland or Washington, D.C.
- ◇ If selected as finalists, we ask that all nominees attend the Awards Banquet.
- ◇ Nominees must be amenable to press coverage.

The finalists will be announced in Q1 of the awards year, and every nominee will be informed if she has been selected as a finalist. One award will be made in each category.

## **Nomination Process**

In the automated nomination process you will be asked to provide basic identifying information about the nominee and yourself as her nominator (organization, title, etc.).

You will then be prompted to provide evidence for each of the criterion listed below. You are given up to 2,000 characters to describe how your nominee meets or exceeds each criterion. You improve your nominee's chances of selection for the award if you provide specific examples of the ways in which your nominee has met this criterion rather than making generalized statements.

Remember this is an award with a particular focus on how women of achievement have led and mentored others to be successful in their careers. Both aspects must be addressed. You should include evidence to support each of the criterion in the appropriate category. You will also have an opportunity to attach the nominee's resume or bio if available to you.

## **Selection Criteria**

Nominees will be judged based on the specific evidence provided within the nomination form that demonstrates their embodiment of WIT values. You will be asked to provide discrete, specific examples of what your nominee has achieved and how your nominee has demonstrated that she is an example of these values:

### **Leadership (35% of total score)**

Leading and/or Empowering Others to be Architects of Change in the Technology Industry

### **Achievement (30% of total score)**

Achieving Success in a Technology Field or an Organization in the Technology Industry

### **Mentorship & Community Engagement (30% of total score)**

Advancing Women in Technology "from the Classroom to the Boardroom"

## Leadership

**Please describe the nominee's role, vision and the work for which they are being nominated. The accomplishment must have happened during the past calendar year. Please describe complexity and scale of achievement, as well as leadership style.**

The development of girls today into leaders tomorrow takes place along a continuum. [Nominee Name] knows this firsthand. As a high school student, [Nominee Name] benefited from the [Government Agency]'s [Program Name]; during college, [Government Agency]'s [Program Name] co-funded her research; after her PhD, the [Fellowship Name] eased her transition from scientist to science policy expert. [Nominee Name]'s experiences directly shape her mission and leadership style.

She knows that young girls are full of potential; [Nominee Name] leads as a role model. When she first moved to the DC area in [Year], [Nominee Name] served as a mentor for Girls in Technology. She also actively mentors through her [Organization Names].

She knows that women are multi-taskers; [Nominee Name] leads as an energizer. She supports her colleagues and direct reports to help them be the best versions of themselves. [Nominee Name] appreciates when peers and co-workers carry projects beyond their daily load, so she nominated the team to win multiple awards from the [Government Agency] Director and [Government Agency] Director.

She knows that under-represented groups are under-engaged; [Nominee Name] leads as a bridge builder. When she expanded the [Program Name] at [Government Agency] program across agencies, [Nominee Name] personally contacted each office to understand its operating culture. This led to the successful expansion of the program with 5x growth in office adoption across the [Government Agency] and [Government Agency].

She knows that for each of us, the boundaries of growth are endless; [Nominee Name] leads with humility. She takes an active role in her own professional development, seeking feedback from peers so she may grow into an even better leader. [Nominee Name] rallies her colleagues to apply the same attention to their own personal growth and shares her resources for professional development with others.

## Achievement

**Please detail the nominee's impact with evidence-based support. Include financial performance, technology transformation KPIs and other quantifiable indicators of success.**

[Nominee Name] is a recognized and multi-award-winning leader at the NIH for her work in creating and managing [Program Name] at [Government Agency], an entrepreneurial educational program that trains researchers to identify and execute on opportunities associated with their early-staged life science technologies. She helped pioneer the program in [Year] with a handful of Institutes to address the needs of small businesses in the life science sector in alignment with the [Government Agency] and [Government Agency] missions. As the Program Manager, [Nominee Name] has expanded [Program Name] at [Government Agency] to include 23 Institutes/Centers across the [Government Agency] and [Government Agency] to reach more than 180 biotech companies, which have gone on to raise more than [Dollar Amount] in follow-on funding and contribute positively to the US economy. This incredible feat was accomplished through [Nominee Name]'s strong interpersonal skills and her bridge-building approach to leadership. Naturally, the [Program Name] consistently earns high ratings of >90% Very Good/Excellent from its participants. [Nominee Name] has presented outcomes of the [Program Name] to government leaders at the [Government Agency], [Government Agency], and [Government Agency]. [Nominee Name] also serves on the [Organization]'s [Council Name] Council Subcommittee on [Topic of Subcommittee] to share best practices in supporting entrepreneurship.

[Nominee Name] was recognized as a 40 Under 40 Leader in Health by [Organization Name] in [Year]. [Nominee Name] received [Government Agency] awards from the [Government Agency (Year)], [Government Agency (Year)], and [Government Agency (Year)]. [Nominee Name] was also awarded the [Fellowship Name (Year)]. In [Year], [Nominee Name] was selected by the [Embassy Name] for the competitive [Program Name]. Only 10 delegates are chosen from the US, but due to conflicts as a Federal employee, [Nominee Name] regrettably had to decline the award.

## Mentorship & Community Engagement

**Please detail how the nominee is an exemplary role model/advocate. How has she used her leadership skills to act as a mentor, sponsor or advocate, helping women envision or advance in their careers? Please also include any community/civic involvement.**

[Nominee Name] knows firsthand that diverse perspectives bring better results to the table, be it at the bench, boardroom, or beyond. [Nominee Name] leverages public appearances and policy work to promote a message of inclusivity in STEM and entrepreneurship. [Nominee Name] has engaged audiences in venues including the [various Government Agencies and Embassy]. In [Year], she was a panelist at the [Government Agency]’s [Program Name], which highlights and advances the important achievements of women and girls in STEM. In [Year], [Nominee Name] spoke to young women researchers at the [Symposium Name] organized by [Society Name] to advocate for women participation in STEM and entrepreneurship. In [Year], [Nominee Name] was an invited speaker to the [Embassy Name]’s “Women in STEM” event, where she shared her experience as a Filipino-American woman and the importance of mentors who can empower girls and young women to overcome gender stereotypes and pursue scientific careers. In her policy role, [Nominee Name] helped create the [Program Name] at the [Government Agency] to mentor women and minorities participating as small businesses entrepreneurs in Federal programs. With [Government Agency], she aims to develop the next generation of women business leaders in biotech.

Through press and media, [Nominee Name] is a role model for women and girls. She appears in Season 1 of the Discovery Channel’s television show [Name] as an expert to break down the science behind popular [Video Type] videos. She has also been interviewed for multiple podcasts. [Nominee Name] was also featured as a woman in STEM for the [Month/Year] edition of [Publication Name], an online publication serving the [Regional Community Name].

In addition to this brief highlight of speaking engagements and policy work, [Nominee Name] also mentors students through the [Alumni Association], where she currently serves on the Board of Directors. [Nominee Name] volunteers her support based on her previous career experiences ranging from academia, industry, government, and policy.

[Nominee Name] wears many hats when away from the office. She is mother of two young children (aged 5 and 2), wife to fellow scientist [Husband Name] [Title at Government Agency], and engaged member of the [Community Name] [in [City, State]]. With so many identities,

[Nominee Name] values variety in her experiences and shares them with others. [Nominee Name] earned her BS in chemistry from the [University Name] and a PhD in chemistry from the [Institute Name]. She rounds out her love of STEM with an appreciation of Art (STEAM) and beauty. She expresses joy with music as a founding member of the [Club Name], which meets with a music jam (rock and pop) twice a month. In [Year], the Club performed outdoors, drawing families and engaging children to play instruments and sing along. And while [Nominee Name]'s days at the chemistry bench are long past, she continues to experiment through horticulture and landscaping. [Nominee Name] is a member of the [Garden Club Name] and in [Year] twice led volunteer events during [Community Name] Beautification Days to weed out public spaces and install a community butterfly garden. [Nominee Name] uses these opportunities to connect with young girls and boys about nature, biology, physics, and math.

[Nominee Name] has also engaged across the Greater DC region as an Executive Board member of the [Coalition Name] and Board member of the [Chamber of Commerce Name]. Through these non-profit organizations, [Nominee Name] has applied her logistical talent to unite the Filipino American community for events including the [Year] 5K Ambassadors Cup (featuring then Ambassadors from the [Country Names]) to fundraise in support of the victims of the [Country Name] earthquake; [Year] Appreciation Reception for the Ambassador of [Embassy Name] to the US in which she served as the Master of Ceremonies; and an active laptop collection drive for indigent students in the [Country].