



# ATHENA AWARD NOMINATION INSTRUCTIONS

The ATHENA Award actively supports and celebrates the ATHENA mission of supporting, developing and honoring women leaders, inspiring women to achieve their full potential—creating balance in leadership worldwide. The ATHENA Award honors individuals who strive toward the highest levels of personal and professional accomplishment, who excel in their chosen field, devote time and energy to their community in a meaningful way, and forge paths of leadership for other women to follow.

## THE CRITERIA

ATHENA Recipients must meet each of the following three criteria:

- Demonstrate excellence, creativity and initiative in their business or profession
- Provide valuable service to improve the quality of life for others in their community
- Assist women in reaching their full leadership potential

## COMPLETING THE FORM

- Nominations for the ATHENA Award must be submitted using this nomination form
- To access the electronic version of this form, please visit [www.athenafoundation.org/internal](http://www.athenafoundation.org/internal)
- You may include two additional pages of supporting documents (i.e. resume, cv, etc.)
- The information submitted should support the award criteria of achievement, leadership and service

## THE PROCESS

A Selection Committee consisting of a diverse group of leaders from your community will review all nomination forms and select the ATHENA Award Recipient.

**The ATHENA Award Recipient will be announced:**

**Date: April 29, 2010**

**Event: ATHENA Award Gala**

## RETURN COMPLETED FORM TO

**Colorado Women's Chamber of Commerce**

**Attn: Elizabeth Leake**

**1624 Market St., Suite 340**

**Denver, CO 80202**

**[eleake@cwcc.org](mailto:eleake@cwcc.org)**

**303-458-0220 phone 303-458-0222 fax**

**DEADLINE FOR SUBMISSION: February 8, 2010 by 5 p.m.**



## **ATHENA Award Nomination Form** (page 1 of 3)

Date

### **NOMINEE**

Name

Home Address

City

State/Province

Zip/Postal Code

Phone

Email

Company/Organization Name

Title/Position

Business Address

City

State/Province

Zip/Postal Code

Work Phone

Business Email

### **NOMINATOR**

Name

Company/Organization Name

Business Address

City

State/Province

Zip/PostalCode

Phone

Email



## **ATHENA Award Nomination Form** (page 2 of 3)

### **I. PROFESSIONAL LEADERSHIP**

Provide specific examples of how the nominee has demonstrated excellence, creativity and initiative in their business or profession.

### **II. COMMUNITY SERVICE:**

List local, state, national and international level participation. Include length of service and offices held in civic and service organizations such as charitable activities, political pursuits, religious groups, chambers of commerce, merchants' associations, etc.



## **ATHENA Award Nomination Form** (page 3 of 3)

### **III. PERSONAL LEADERSHIP:**

Provide specific examples of how the nominee has assisted women in reaching their full leadership potential, and/or demonstrated support for their professional advancement.

### **ADDITIONAL INFORMATION PERTAINING TO CRITERIA:**

Include any additional information you feel is important for consideration of your nominee. List awards, honors received, publications or articles supporting service to their profession, industry or community.