## **2018 Nomination Guidelines**

## for Outstanding Achievement/Service Awards

At the college's annual fall workshop, the Indian Hills Foundation presents awards for outstanding achievement, service, and leadership to at least six individuals in these categories:

- Indian Hills Employee (two awards)
- Indian Hills Retiree
- Lay Citizen
- Indian Hills Alumnus
- Dr. Jim Lindenmayer Leadership

All Indian Hills' employees and retirees are eligible recipients. Area community people who have made notable contributions to Indian Hills qualify for the lay citizen recognition. Eligible alumni are former students of Indian Hills, Centerville Junior/Community College, Iowa Tech, and Ottumwa Heights. The review committee will be evaluating alumni applications based upon the alumnus' achievements since attending college.

In 2013, the Dr. Jim Lindenmayer Leadership Award was established to recognize individuals located in the Indian Hills ten-county region who have displayed outstanding leadership traits—compassion, integrity, service, and vision.

Past years' recipients are identified in the Foundation section of the Indian Hills' website, and their photos are displayed in the reception area of the Indian Hills business office in Ottumwa.

Please use the nomination forms on the Indian Hills' website for your nomination, and make copies if you have more than one to submit. Indian Hills' employees, retirees and students as well as members of the community are eligible to submit nominations.

Nominations will be screened by a special committee including former award winners with final selection of the recipients being determined by the Indian Hills Foundation Board of Directors. All nominations will be kept in strictest confidence.

Please complete and return your nomination(s) by Monday, July 2, 2018, to Alison Hite, Assistant to the Foundation Office, by emailing alison.hite@indianhills.edu. If you have any questions or would like a printed form, please contact the Foundation Office at (641) 683-5101 or alison.hite@indianhills.edu.