



# AALAS Technician of the Year Submission Packet Checklist

Please complete this checklist and submit it along with all of the required supporting materials. Information on this sheet must be supported by attached materials.

Nominee \_\_\_\_\_ Primary Nominator \_\_\_\_\_

## Award Criteria

Technician of the Year award candidates are evaluated based on the following criteria:

- Contribution to the lab animal field. Responsibilities of employment, technical performance, new ideas, creativity, special techniques or contributions toward better lab animal care at their facility.
- Outstanding individual work performance.

## Nominee Background

Length (years) of AALAS branch membership: \_\_\_\_\_

Years in laboratory animal science (or a related field): \_\_\_\_\_

- Education level:
- |  |  |
|--|--|
| <input type="checkbox"/> 8 <sup>th</sup> grade   | <input type="checkbox"/> 2–3 years of college                                      |
| <input type="checkbox"/> High school/GED   | <input type="checkbox"/> BA/BS   |
| <input type="checkbox"/> Vo-tech, vet/lab animal tech, jr college, or correspondence courses | <input type="checkbox"/> MA/MS   |
| <input type="checkbox"/> Graduate of vo-tech, vet/lab animal tech, or jr college program     | <input type="checkbox"/> Professional degree or 4–6 years of schooling after BA/BS |
| <input type="checkbox"/> 1–2 years of college  | <input type="checkbox"/> 6+ years of schooling after BA/BS                         |

- AALAS certification:
- |                               |                                |                                |
|-------------------------------|--------------------------------|--------------------------------|
| <input type="checkbox"/> None | <input type="checkbox"/> LATG  | <input type="checkbox"/> RLATG |
| <input type="checkbox"/> ALAT | <input type="checkbox"/> RALAT | <input type="checkbox"/> CMAR  |
| <input type="checkbox"/> LAT  | <input type="checkbox"/> RLAT  |                                |

Other lab animal science organization memberships: \_\_\_\_\_

Provide a concise overview (one or two sentences) of the nominee’s noteworthy contributions to the field of laboratory animal science.

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Provide a concise overview (one or two sentences) of any nominee projects and achievements that benefit AALAS or promote technician certification.

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## Supporting Materials

In addition to the nomination form ([www.aalas.org/association/award\\_nomination\\_form.aspx](http://www.aalas.org/association/award_nomination_form.aspx)), you’ll need to submit the following supporting materials:

- curriculum vitae or resume
- nomination letter from an AALAS national member
- 3–5 letters of recognition by the nominee’s peers and coworkers
- this checklist

Supporting materials will be evaluated for evidence that the nominee demonstrates these characteristics:

- Strong interpersonal and leadership skills.
- Excellent job performance.
- Team player.
- Dependable, flexible, trusted, well-liked, and other positive traits.

Use this checklist to verify that all required information is documented in the supporting materials.

- Educational background/specializations.
- Professional experience and career development.
- Record of involvement in lab animal science organizations, including length of membership, offices held, committee participation, presentations given, and activities.
- Important/noteworthy job responsibilities.
- Noteworthy technical performance.
- Innovative ideas or contributions in the workplace.
- Contributions of special techniques that have improved lab animal care.
- Teaching activities in the field.
- Participation in additional educational or informational programs such as high school career days and facility tours.
- Use/implementation of special training techniques.
- Ability to teach specific techniques to others effectively.
- Involvement in organizations outside of AALAS: years of membership, offices held, committee participation, presentations given, and activities.
- Documentation of projects and achievements described at left.