Iowa High School Athletic Directors Association

Athletic Director of the Year
Nomination & Selection Procedure

IHSADA DISTRICT ATHLETIC DIRECTOR OF THE YEAR

1. District Officers select three nominees by September 1st for each award.

2. Notification is provided by the Senior Director to the district nominees along with distribution of the “IHSADA Athletic Director of the Year Candidate Form”.

3. The “IHSADA Athletic Director of the Year Candidate Form” is returned to the District Senior Director by October 1st.

4. Each district’s board selects an “IHSADA District High School Athletic Director of the Year” and an “IHSADA District Middle School Athletic Director of the Year” prior to the fall district meeting and forwards the “IHSADA Candidate Form” to the IHSADA Historian.

5. The “IHSADA District High School Athletic Director of the Year” and an “IHSADA District Middle School Athletic Director of the Year” are announced at the Fall District Meeting.

6. The IHSADA Historian provides written notification to each honoree’s superintendent, principal, and local newspaper.

IHSADA STATE ATHLETIC DIRECTOR OF THE YEAR

1. “IHSADA State Athletic Director of the Year” forms are forwarded to the Historian by October 31st.

2. The IHSADA Athletic Director of the Year Committee selects the “IHSADA High School Athletic Director of the Year” and the “IHSADA Middle School Athletic Director of the Year” at the November IHSADA Executive Board Meeting.

3. Notification is provided by the Historian to the “IHSADA High School Athletic Director of the Year” and the “IHSADA Middle School Athletic Director of the Year” and written notification is provided to the recipient’s superintendent, principal, and local newspaper.

4. “IHSADA State Athletic Directors of the Year” are recognized during the IHSAA State Wrestling Tournament.

5. “IHSADA District Athletic Directors of the Year” are recognized on Sunday evening of the IHSADA State Convention.

6. “IHSADA State Athletic Directors of the Year” are recognized on Monday evening of the IHSADA State Convention.
Athletic Director of the Year Candidate
Iowa High School Athletic Directors Association

_____ Senior High School (9-12)  _____ Middle School (7-8)

Name of Nominee: ____________________________________________

__________________________________  (Last)  (First)

IHSADA District: __________________________

School District: ____________________________________________

Years of Service (Minimum 5): _______  Date of Nomination: _______

IHSADA Activities & Contributions (check all that apply):
_____ State Executive Board
_____ District Officer
_____ State Convention Presenter
_____ State Convention Presider/Recorder
_____ District Meeting Presenter
_____ Summer Workshop Presenter
_____ Current Member of the IHSADA
_____ Current Athletic Director

Include:
- Professional Resume including school activities & contributions and IHSADA involvement
- Three-Six Letters of Recommendation

Please complete and return this nomination form to your Senior District Director by October 1st.
SECONDARY SCHOOL ATHLETIC DIRECTOR AWARD
DISTRICT, STATE, AND NATIONAL
OFFICIAL APPLICATION FORM

1. Candidate's name, address, and home telephone number:

2. Educational Background:

3. Present position, place and location of employment and years of service:

4. Name, title, and address of immediate supervisor:

5. Brief career summary, stating positions, locations, and length of service

6. Professional affiliations and activities

7. Honors and awards received:

8A. Describe how the candidate has made a significant impact on the lives of students.

8B. Describe how the candidate has used athletics as a catalyst to achieve some demonstrable progress in the social and cultural environment of the school and community.

9. Significant achievements in the field of athletic administration and also contributes to the state organization.

10. Attach letters of recommendation from school officials and prominent citizens, relating to #8 and #9 above. (Please secure no more than six.)

11. Attach separate sheets, one for each of the two criteria mentioned in #8 and #9 above, and the candidate's qualifications under the criterion. Major consideration for the award will be given these criteria.