

CNH KEY CLUB

MARVIN J. CHRISTIANSEN ADVISOR CONTEST

DISTRICT CONTEST

The Key Club Marvin J. Christiansen Advisor Contest is a **District level** contest. Members, wishing to recognize a district level Kiwanis advisor, must submit the following application to the CNH contest Archive for judging at the District level. Due recognition will be awarded at District Convention.

SUBMISSION OVERVIEW

1. Read and understand the Marvin J. Christiansen Contest Guidelines (below)
2. Complete and compile an e-portfolio. The e-portfolio must include a cover page, the attached nomination form (see below), and supporting documentation. All documentation must be in pdf form.
3. Email the e-portfolio to the CNH Contest Archive (cnh.kccontests@gmail.com). Submissions must be **received** by **March 2, 2012**.

SUBMISSION DEADLINE

March 2, 2012

E-MAIL SUBMISSIONS TO
cnh.kccontests@gmail.com

Subject: Christiansen Advisor Contest
Body Text: List attachment(s)
CC: Copy yourself

MARVIN J. CHRISTIANSEN CONTEST GUIDELINES

RULES GOVERNING THE KEY CLUB MARVIN J. CHRISTIANSEN ADVISOR CONTEST

- A. The Marvin J. Christiansen Advisor award recognizes the achievements of a Kiwanis advisor serving the California-Nevada-Hawaii Key Club at the district level. It is the highest recognition award presented to a Kiwanis advisor at the CNH Key Club district level.
 1. Any member in good standing with the Cali-Nev-Ha District and Key Club International will be eligible to nominate a Kiwanis advisor for his or her contributions made for the CNH district.
 2. The candidate (advisor) must have been an active district-level advisor for at least five years.
 3. The candidate must have noticeably served the Cali-Nev-Ha District.
- B. This contest requires a final submission in the format of an e-Portfolio, also known as a digital or electronic portfolio. An e-Portfolio for this contest is defined as one, all-inclusive, reflective portfolio presenting the best pieces of documentation or evidence of meeting the contest standards. The only format for e-Portfolios is a single .pdf file which has all information merged into one final document.
 1. To support the creation of a small file size, please remember the following tips:
 - a. Include only the best evidence
 - b. Decrease the resolution of all photos and individual files before use
 - c. Compress the final file
 2. It is required that the file is saved as a .pdf to maintain the integrity of the original documentation.
- C. The committee may select one person for this award. If in their estimation no one is worthy, this award will not be presented for that year. No one may receive this recognition more than once.
- D. Suitable awards will be presented.
- E. The decisions of the judges are final and no changes, alterations, or re-judging will take place after the judges and the Chair of Member Recognition have certified the results.
- F. An appropriate contest application (report) requires the submission of the following supporting documentation. The report may showcase the candidate's activities and accomplishments spanning a minimum of five years as a CNH Key Club district-level Kiwanis advisor.
 1. The entire application needs to be submitted as one e-Portfolio.
 - a. The final report may not exceed 10MB
 - b. The final report may not exceed 54 pages total. This includes all items identified in Section G
 2. Save the file as a pdf. Name the file: **Christiansen_Name of Candidate**
 3. Submit the e-Portfolio electronically to the CNH Contest Archive by the deadline.
- G. The report must include the following items in this order.
 1. **Cover Page:** 1 page maximum; personal creation, no form is provided
 - a. Name of Candidate/Nominee
 - b. Contest Name
 - c. Kiwanis Home Club, Division, and Region
 - d. Picture is optional

CNH District Member Recognition Committee

Sasha Spala | Member Recognition Chair | cnhkc.mr1112@gmail.com

MARVIN J. CHRISTIANSEN CONTEST GUIDELINES CONTINUED

2. **Nomination Form:** 2 page maximum
 - a. Name of Candidate/Nominee
 - b. Kiwanis Home Club, Division, and Region
 - c. Name of Presenter(s): the individual(s) making the nomination
 - d. Table of Contents
 - e. Statement of Nomination: may not exceed 1,000 words
3. **Supporting Documentation:** Create a divider for each section that provides the following information: 1) section title, 2) reflective statement that may address growth, accomplishments, explanations, list of evidence not included, or other details that may assist the judges with understanding the selection of best evidence provided and items not included. (1 page per section divider, 8 pages maximum)
 - a. Letter of Recommendation: 1-3; 3 page maximum
 - b. Mentor—Commitment to Helping District Officers and Members: 1-10; 10 page maximum; showcase how the candidate has been instrumental as a mentor to the district officers, club officers and members
 - c. Commitment to the Key Club Core Values: 1-10; 10 page maximum; showcase how the applicant has been a role model of the Key club core values
 - d. District Achievements: 1-6; 6 page maximum; identify all of the district's achievements, challenges and obstacles overcome, growth, and any other achievements that were influenced by the mentorship of the advisor.
 - e. Personal Contributions: : 1-6; 6 page maximum; showcase how the applicant distinguished himself or herself
 - f. Kiwanis Family—Fellowship & Unity: 1-3; 3 page maximum; showcase the applicant's active participation in establishing relationships as a member of the Kiwanis Family
 - g. Inspirational Qualities: 1-4; 4 page maximum; showcase how the applicant has been an inspiration to others by providing any additional information that will assist the judges in this evaluation process.
- H. The following criteria will be used in judging:
 1. Nomination
 2. Merit of application and presentation: recommendations
 3. Commitment as a mentor
 4. Commitment to the Key Club core values
 5. Influence and guidance in regards to district achievements
 6. Personal contributions
 7. Kiwanis Family fellowship and unity
 8. Inspirational qualities

MARVIN J. CHRISTIANSEN CONTEST ENTRY FORM

PLEASE TYPE ALL NECESSARY INFORMATION DIRECTLY ON THIS FORM.

CONTACT INFORMATION

NOMINEE INFO	1. NOMINEE				2. KEY CLUB OF	
	3. CLUB #	4. DISTRICT California-Nevada-Hawaii	5. DIVISION	6. REGION	7. NOMINATED BY (complete only if you are not the nominee)	

CATEGORY OF NOMINATION

IDENTIFY THE APPROPRIATE CATEGORY FOR THIS NOMINATION (SELECT ONE)

- PRESIDENT
 VICE PRESIDENT
 SECRETARY
 TREASURER
 MEMBER OF THE YEAR
 SANDY NININGER
 JACK LUTHER HALL OF FAME
 MARVIN J CHRISTIANSEN

TABLE OF CONTENTS

Complete the Table of Contents by adding the page numbers for each section focus area. The application needs to remain IN THE SAME ORDER AS LISTED IN THE GUIDELINES. This should also help you place the items in the correct order.

ITEM	FOCUS AREA	START PAGE
Cover Page		1
Nomination Form		2
Merit of Application	Recommendations	
Mentorship	Commitment as a mentor	
Core Values	Commitment to Key Club core values: leads by example	
District Achievements	Influence and guidance to assist district success	
Personal Contributions	Examples of going above and beyond the call of duty	
Kiwanis Family Fellowship & Unity	Active participation as a Kiwanis Family member	
Inspirational Qualities	Miscellaneous	

STATEMENT OF NOMINATION

Why should this individual be recognized? Please keep the nomination under 1,000 words. The form will expand as needed.