

## Directions for use of this Worksheet

The purpose of this worksheet is to assist in gathering the information needed to complete the Minnie Dole Award (MD) form. The worksheet is designed to assist with sections 1 through 11. The more you can identify on the worksheet, the more likely the nomination will be approved by the Central Division Awards Advisor, National Awards Advisor and National Director.

The key to success with these nominations is extraordinary service to both the National Ski Patrol and the skiing public over a long period of time. A National Appointment or Leadership Commendation Appointment is not a requirement to receive this award. The service provided must demonstrate exceptional devotion to duty and outstanding performance. That being said nominees for the MD are the cream of the crop. Normally recipients have more credentials than an appointment nomination and have proven to be a mover and shaker at Region, Division, and/or National level.

### Sections 1-2 – Nominees Information, Contact Information, Approvals

The nominees contact information and Patrol registration should be filled out accurately. Use the Patrollers name as it is registered in the National database. **Do not use nicknames.**

#### Public Posting Date

This is usually the date the award will be presented. After which the award will be entered on the Patrollers profile in the National database.

#### Approvals & Signatures

These to be all currently NSP registered patrollers in good standing. As listed on the nomination form the first signature is from the nominating sponsor. Supporting signatures 1 through 10 are currently registered members of the National Ski Patrol. All 10 must have a National Appointment (NA) or Leadership Commendation Appointment (LCA). Each NA and LCA must be listed with the supporting patrollers signature, failure to do so may be grounds for rejecting the nomination. Lastly the final 2 supporting signatures are the current Division Awards Advisor and the National Awards Advisor. The final step for approving and awarding this award is the signature of the current National Chairman.

Only the original 10 signatures on the nomination form with the sponsor will be considered, additional pages with signatures will be discarded.

All dates listed in Section 5 through 10 should be as accurate and authentic as possible. Approximation of dates is acceptable of actual and exact dates are no longer available.

Normally items are listed in an ascending order in section 7, 8, 9 and 10. Ascending order is not a requirement, however consistency in listing items is. List items either ascending or descending in all sections.

Be as specific as possible in the description and information requested.

### Section 3 – Date of Original Registration

List the original NSP registration year, the patrol, and the Division the nominee was first registered with the NSP.

**Section 4 – Now Registered with**

Name primary Patrol, Region and Division the nominee is currently registered with.

**Section 5 – Ski Patrol Membership History (list dates, places and patrols of membership throughout patrolling career)**

List all patrol registration the nominee has been affiliated with during their NSP career. Include start and thru dates.

Note: “Thru Date” must be an actual year, NOT “present”.

Here are samples of successful entries for the NSP Membership History question:

19xx – 19xx NSP Alpine Patrol member at ABC Ski Area  
19xx – 19xx NSP Nordic Patrol member at EFG Ski Area (secondary)  
20xx – 20xx NSP Patrol member at XYZ Ski Area

**Section 6 – NSP History – Years and Roles of Continuous Leadership at Patrol/Region/Division/National level (15 years minimum), awards ect., including dates**

List these items in ascending or descending order but be consistent with the other sections on the nomination form. Or list items grouped as ‘Leadership Positions’, ‘Awards’, and ‘Patrol Activities’.

Note: “Thru Date” must be an actual year, NOT “present”.

Here are samples of successful entries for the NSP History in ascending order:

19xx – 19xx OEC Instructor  
19xx – 19xx Region Outstanding Alpine Patroller  
19xx – 19xx SEM Evaluator  
19xx – 20xx Region Meeting & Awards Banquet  
20xx – 20xx Alpine Toboggan Instructor  
20xx – 20xx Section Chief  
20xx – 20xx National Appointment

Here are samples of successful entries for the NSP History in grouped order:

**Leadership Positions**

19xx – 19xx OEC Instructor  
19xx – 19xx SEM Evaluator  
20xx – 20xx Alpine Toboggan Instructor  
20xx – 20xx Section Chief

**Awards**

19xx – 19xx Region Outstanding Alpine Patroller  
20xx – 20xx National Appointment

**Patrol Activities**

19xx – 20xx Region Meeting & Awards Banquet

**Section 7 – Training courses or workshops (include a description, location, dates completed if known)**

Note: “Thru Date” must be an actual year, NOT “present”.

Here are samples of successful entries for the Training courses or Workshops question:

19xx – 19xx OEC instructor at annual OEC refresher for xx patrol  
20xx Ski Enhancement Seminar: participated in as an evaluator  
19xx – 19xx Advocate for region SEM precourse  
20xx Toboggan Enhancement Seminar

19xx – 19xx Instructor of Record for Candidate toboggan class

**Section 8 – Designed and/or Implemented a Program, Project and/or Procedure that had an overall positive impact on the entire NSP (describe in detail)**

Description should address how this nominee has supported the NSP and the beneficial contributions the nominee has made for the NSP.

Note: “Thru Date” must be an actual year, NOT “present”.

Here are samples of successful entries for the support and beneficial contributions question:

19xx, 20xx Region Meeting Organizing Committee Chairperson

20xx Created Awards nomination Guideline Documents, Shared with Region & Division

19xx – 20xx Organized Senior OEC Evaluations as patient, evaluator, and station manager

**Section 9 – Sponsor’s Recommendation**

A recommendation from the sponsor is required. Additional support letters from signees in the Approvals will be discarded. That being said the sponsor letter should be complete, cross referencing supplemental data on the nomination form. It should highlight the contributions of the nominee to the National Ski Patrol system. The sponsor letter is not limited in length but should be brief and concise rather than a rambling discourse.