



ACF Pittsburgh Chapter Educator of the Year Award Requirements

The ACF Pittsburgh Chapter is honored to announce the Educator of the Year Award, recognizing exceptional educators who have made significant contributions to culinary education. This prestigious award celebrates individuals who demonstrate unparalleled skill, leadership, and dedication to the development and mentorship of future culinary professionals. Nominations are now open, and we invite members in good standing to recognize and nominate deserving educators who exemplify the highest standards of our profession.

How to Submit a Nomination:

To nominate an educator for this esteemed award, please complete the nomination process as outlined in the checklist below and send all required nomination packet materials through the form on the ACFPC website by the submission deadline. We look forward to honoring the outstanding educators who continue to elevate culinary education in our region.

Eligibility:

1. **Nominee Status:** The nominee must be a professional educator actively involved in culinary education. This award is open to educators both within and outside of the ACF Pittsburgh Chapter (ACFPC). The nominee is not eligible if they have won this award within the last 5 years.
2. **Nomination Source:** The nominee must be nominated by an ACFPC member who is in good standing. Self-nominations are **NOT** accepted.

Criteria for Nomination:

1. Excellence in Culinary Education:

- Demonstrated excellence in teaching, curriculum development & design, professional development, and mentorship within the calendar year in which they are being nominated.
- Proven track record of high standards in student success, innovation in teaching methods, and commitment to culinary arts education.

2. Leadership and Impact:

- Leadership within the educational community, including mentorship of peers and students.
- Significant contributions to culinary education, such as promoting sustainability, community engagement, or innovative teaching practices.
- Positive influence on the local and broader culinary education scene, promoting Pittsburgh as a center for culinary excellence.

3. Commitment to Continuing Education:

- Active participation in continued learning and professional development.
- Involvement in ACF or other culinary organizations, workshops, seminars, or certifications that further professional growth and enhance educational practices.

4. Ethical and Professional Conduct:

- Adherence to high standards of ethical conduct in all professional dealings.
- Commitment to the integrity of the culinary education profession and the values upheld by the ACF.

Nomination Process:

1. Submission Requirements:

- Complete and send the nomination application along with the nomination checklist items listed on the following page.

2. Deadline: All nomination materials must be submitted by the deadline posted on the ACFPC website.

3. Selection Process:

- The ACF Pittsburgh Chapter's Awards Committee will review all nominations based on the above criteria and announce a decision on eligibility at the first board meeting of the month of November.
- The committee reserves the right to request additional information or conduct interviews if needed.
- A vote will be held via electronic ballot, and the winner will be announced by the first Friday of the new calendar year.

4. Award Presentation:

- The Educator of the Year will be recognized at the ACF Pittsburgh Chapter's annual awards ceremony.
- The recipient will receive a medal and trophy and will be featured in the chapter's communications and media outlets.

Additional Information:

- The ACF Pittsburgh Chapter values diversity and encourages nominations of educators from all backgrounds and culinary traditions.
- Nominators and nominees must ensure all information provided is accurate and truthful.

Educator of the Year Award Nomination Packet Checklist

To ensure a complete and thorough nomination for the ACF Pittsburgh Chapter's Educator of the Year Award, please compile and submit the following items in a single nomination packet through the form on the ACFPC website. The form must be completed in its entirety by the submission deadline. All incomplete nominations will not be accepted.

1. Nomination Letter:

- A detailed letter from the ACFPC member in good standing who is nominating the educator.
- The letter should clearly outline the nominee's qualifications, achievements, and contributions to culinary education within the calendar year they are being nominated.
- Include specific examples of teaching excellence, leadership, and community impact.

2. Letters of Support:

- At least **one** additional letter of support from other professionals or organizations within the culinary or educational community.
- These letters should further emphasize the nominee's accomplishments, character, and influence in the culinary education field in Pittsburgh or the broader region.

3. Professional Biography or CV:

- A comprehensive biography or curriculum vitae (CV) of the nominee.
- Include details of the nominee's career highlights, awards, recognitions, and any relevant certifications or educational achievements.
- Current headshot of the nominee.

4. Documentation of Achievements (Optional but Encouraged):

- Any supporting materials that highlight the nominee's work, such as:
 - Photos of classroom activities or student projects.
 - Articles, reviews, or publications featuring the nominee.
 - Documentation of involvement in community service, educational events, or innovative teaching programs.

5. Contact Information:

- Include the full contact information for both the nominator and the nominee:
 - Full name
 - Email address
 - Phone number
 - Mailing address

6. Submission:

- Compile all the above materials and fill out the form on the ACFPC website to submit a nomination. All incomplete nominations will not be accepted or considered.

7. Submission Deadline:

- Ensure that all materials are submitted by **November 1st**. Late submissions may not be considered.
This checklist is designed to streamline the nomination process and ensure that each nominee's achievements are fully represented for consideration by the ACF Pittsburgh Chapter's Awards Committee.