



ATHENA Award Nomination Instructions

The ATHENA Award actively supports and celebrates the ATHENA mission of supporting, developing and honoring women leaders, inspiring women to achieve their full potential – creating balance in leadership worldwide. The ATHENA Award honors individuals who strive toward the highest levels of personal and professional accomplishment, who excel in their chosen field, devote time and energy to their community in a meaningful way, and forge paths of leadership for other women to follow.

THE CRITERIA

ATHENA Recipients must meet each of the following three criteria:

- Demonstrate excellence, creativity, and initiative in their business or profession
- Provide valuable service to improve the quality of life for others in their community
- Assist women in reaching their full leadership potential
- Live or work in Henderson County
- Must be at least 21 years old

COMPLETING THE FORM

- Nominations for the ATHENA Award **must** be submitted using this nomination form
- **Typed applications are STRONGLY encouraged**
- You may include two additional pages of supporting documents (i.e. resume, CV, etc.)
- The information submitted should support the award criteria of achievement, leadership and service.
- **Must include a high-resolution (300dpi) JPEG file headshot of your nominee.**
- **Deadline for nominations is Wednesday, January 17th, 2024.**

THE PROCESS

A Selection Committee consisting of a diverse group of leaders from OUTSIDE your community will review all nomination forms and select the ATHENA Award Recipient.

The ATHENA Award Recipient will be announced at The Business & Professional Women's Luncheon scheduled for April 2024.

RETURN COMPLETED NOMINATION MATERIALS TO

amy@hendersoncountychamber.org

Henderson County Chamber of Commerce
204 Kanuga Road Hendersonville, NC 28739
(828) 692-1413



ATHENA Award Nomination Form

Date:

NOMINEE

Name

Home Address

City State/Province Zip/Postal Code

Phone Email

Company/Organization Name

Title/Position

Business Address

City State/Province Zip/Postal Code

Work Phone Business Email

NOMINATOR

Name

Company/Organization Name

Business Address

City State/Province Zip/Postal Code

Phone Email



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I. PROFESSIONAL LEADERSHIP:

Provide specific examples of how the nominee has demonstrated excellence, creativity and initiative in their business or profession.

II. COMMUNITY SERVICE:

List local, state, national and international level participation. Include length of service and offices held in civic and service organizations such as charitable activities, political pursuits, religious groups, chambers of commerce, merchants' associations, etc.



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III. PERSONAL LEADERSHIP:

Provide specific examples of how the nominee has assisted women in reaching their full leadership potential, and/or demonstrated support for their professional advancement.

IV. EXECUTIVE SUMMARY

Provide an overview paragraph (roughly 250 words) of your nomination for use in event promotion and program; include key points, service, and achievements.

V. ADDITIONAL INFORMATION PERTAINING TO CRITERIA:

Include any additional information you feel is important for consideration of your nominee. List awards, honors received, publications or articles supporting service to their profession, industry or community.