Alberta
Advanced Education

Apprenticeship
and Industry
Training

Nominate your outstanding instructor for the Top Instructor Award!

Nominations are now being accepted for outstanding instructors who taught theory, shop, or a combination of both, in approved apprenticeship technical training programs between *August 1, 2019 and July 31, 2020* at institutions funded by Alberta Advanced Education.

Top Instructor Awards are presented each year – one each for the North and South regions of Alberta. Recipients are formally acknowledged at the annual Alberta Apprenticeship and Industry Awards of Excellence that will be held in 2021.

Instructions

- **Clearly and thoroughly answer all 4 questions on the nomination form.** One word or very short answers limit the success of the nomination during the selection process. Thorough and well thought-out nominations are encouraged.

- Provide as much information as possible. The more detailed the information, the easier it will be for the selection committee to consider your instructor as exceptional and deserving of an award.

- Only **one** instructor may be nominated per form.

- Any nominations received after July 31, 2020 will not be considered.

- Only 2020 Top Instructor Award nomination forms will be accepted to ensure a fair process. Older versions of the nomination form are considered void.

Please submit your nomination by:

Mail: Top Instructor Award Attention: Recognition and Retention Supports Coordinator Board and Intergovernmental Connections Advanced Education 10th Floor Commerce Place 10155 – 102 Street Edmonton, AB T5J 4L5	Fax: (780) 422-7376 (Attn: Recognition and Retention Supports Coordinator)
	You can also scan your nomination and e-mail it to: board.scholarships@gov.ab.ca

For more information please call (780) 422-4472. To connect toll free, dial 310-0000 and the number.

Additional nomination forms are available at

https://tradesecrets.alberta.ca/financial-assistance/awards/top-instructor-award/

NOMINATION DEADLINE IS JULY 31, 2020!

Nomination Criteria

The following information is considered in the selection of the Top Instructor Award recipients.

Be sure to clearly demonstrate how your instructor meets the criteria and is deserving of an award.

<u>A top instructor</u>

- o performs **beyond** the requirements of an average instructor
- o has excellent presentation skills
- o is fair, approachable, professional and firm

Tell us how your instructor assisted and supported your technical learning. You should provide **examples** that demonstrate your instructor's abilities and why you think your instructor is a top instructor.

NOMINATION FORM

Instructor Name (first & last)	
Trade	
Name of College or Technical Institute	

Apprentice Name		AIT ID	
Address			
Town/City		Postal Code	
Email		Phone Number	

This instructor provided my technical training from Click to enter a date. to Click to enter a date.

I completed my Choose period period of technical training with this instructor.

Please note that comments provided may be used at the Apprenticeship & Industry Awards of Excellence and in the media, but your name as a nominator will be kept confidential.

NOMINATION DEADLINE IS JULY 31, 2020!

NOMINATION FORM

Be sure to answer all 4 questions.

INSTRUCTOR NAME:

Why do you believe this person is a top instructor? Share a personal experience you have had with this instructor that demonstrates what he/she has done to go beyond what is expected of them.

Provide **examples** of how this instructor: engages students to learn; how they effectively use presentation or instruction materials; how he/she effectively teaches and/or explains material and goes beyond what is expected of them so that all students understand.

Describe how this instructor effectively demonstrates and/or promotes safety principles (i.e. theory, standards, practices) that go **beyond** what is expected of them in the classroom/shop.

In summary, this instructor is **outstanding** because:

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