

**CRAFT INSTRUCTOR OF THE YEAR AWARD  
RULES AND REGULATIONS**

Eligibility Requirements

1. Currently teach a construction trade at an ABC chapter in good standing, training affiliate or an active ABC member firm.
2. Possess a minimum of three (3) continuous years of experience teaching a construction trade (or equivalent instructor experience).
3. Must be a NCCER Certified Instructor and be able to provide proof of certification.

Award Rules and Regulations

- Past CIOY winners are not eligible.
- Self-nominations are prohibited.

Nomination Rules and Regulations

- All nominations must be submitted by using the web form located on the CIOY webpage.
- All nominations must include the following:
  1. Nomination form
  2. Proof of NCCER Certified Trainer certification
  3. A 250-word (maximum) essay explaining why the nominee should win Craft Instructor of the Year. The essay should:
    - Explain what motivates the nominee to train others
    - Describe his/her teaching style
    - Describe his/her impact on students
    - Describe how the nominee participates in craft training
    - Provide specific examples as to how the nominee is recognized by others as being a model instructor
  4. Current resume, two-page maximum, outlining nominee's education, training, work experience and professional development activities
  5. Three (3) completed student feedback forms (You must use the forms provided)
  6. High-resolution color photo of the nominee
- All submissions are due on **Monday, January 18, 2016 by 11:59 p.m. (EST)**. Late or incomplete submissions will not be accepted and will result in disqualification.

Judging Process

- To be chosen as the winner, at a minimum, the nominee must:
  1. Currently teach a construction trade at an ABC chapter in good standing, training affiliate or an active ABC member firm.
  2. Possess a minimum of three (3) continuous years of experience teaching a construction trade (or equivalent instructor experience).
  3. Must be a NCCER Certified Instructor and be able to provide proof of certification.
  4. The essay will be judged equally on all categories and how well the nominee identifies with each category.
- Finalists will be announced, via email, on **Monday, February 1, 2016**.

### Selection of Winner

- If selected as a finalist, it is the responsibility of the sponsoring company to make travel arrangements for their nominee. Sponsoring companies are responsible for any incidental expenses that their finalist may incur.
- Finalists will be interviewed during ABC's 2016 Workforce Week by the CIOY Judging Panel on Tuesday, March 1, 2016.
- All finalists will attend ABC's 2016 Workforce Week special events, including but not limited to, the opening and closing sessions of the conference, a "Meet the Finalists" event at the NCCER booth, serve as a judge for the National Craft Championships and other events held in conjunction with the conference. A detailed schedule will be provided prior to the conference to all finalists.
- Winner will be announced at the Careers in Construction Awards ceremony on Friday, March 4, 2016.
- The decisions of the Judging Panel will be final in all matters relating to the CIOY Award.

### Prizes

- Prizes are non-transferable. No prize substitutions will be made except at ABC's sole discretion.
- ABC reserves the right to offer a prize of equal or greater value should a featured prize or any portion thereof become unavailable.
- All prizes will be awarded, after the conference, to the person named on the nomination NOT to the person who submitted the nomination.
- Winner and Finalists will be responsible for all taxes (not limited to federal, state, local and/or income) associated with the cash prize and will be required to provide, to Associated Builders and Contractors, Inc., his/her Social Security number for tax reporting purposes.

#### Winner Will Receive:

- A \$10,000 cash prize
- A trophy
- An article in *Construction Executive*
- Press coverage in ABC National outlets

#### Finalists Will Receive:

- A \$1,000 cash prize compliments of the NCCER
- One (1) round-trip coach airfare and three (3) nights hotel accommodations (Tuesday – Friday)
- Video interview featured on the CIOY website
- Press Coverage in ABC National outlets

#### Finalist's Company Will Receive:

- One (1) quarter-page ad in the Workforce Conference brochure
- A link with logo on the CIOY webpage and a link with logo on ABC's 2016 Workforce Week website
- Press Coverage in ABC National outlets

### Questions

Contact Kirsten Krauer, (202) 595-1864 or [krauer@abc.org](mailto:krauer@abc.org)