

Cumberland County Schools Media Coordinator of the Year

Application Packet

This award honors a full-time certified school library media coordinator who has made an outstanding contribution to school library media service in Cumberland County. Nominees are judged on the basis of exemplary quality library media programs, collaboration with classroom teachers, and significant contributions that have an impact on library services to children. Nominations may be made by principals or other administrators presently employed in Cumberland County schools.

Purpose:

To provide recognition to a media coordinator whose performance on the job has been exceptional and best exemplifies professionalism and dedication to the goals of the Cumberland County School system.

Criteria:

The nominee should have made an outstanding contribution to school library media service through advocacy at the school, local, or state level. This would be exhibited through:

- A. A minimum of two consecutive years of service as a certified media coordinator in Cumberland County Schools with a clear certificate.
- B. Active membership in a professional organization that promotes librarianship.
- C. Effective collaboration with classroom teachers to integrate materials into the curriculum of the North Carolina Standard Course of Study.
- D. Effective planning and implementation of an exemplary school library media program as a certified, full time employee in a school library media center in Cumberland County.

Nominations:

Nominations are accepted from principals or other administrators currently working in the Cumberland County School System.

Applications:

Applications should include the following information. Label all sections. Do not exceed space limitations indicated: font size must be 12; copies should be double-spaced. Two (2) copies of each application must be completed and received by the Scholarship Committee Chair no later than the posted date on the Media Services website. Please use paper clips to secure applications. Applications will not be returned and will become the property of the Awards Committee. Email and faxes will not be accepted. Completed applications include the following:

- Professional information form,
- Nominator form and recommendation, and
- Responses to six questions.

Responsibilities of the Media Coordinator of the Year

In addition to continued full-time employment with Cumberland County Schools, the recipient of the Media Coordinator of the Year award is expected to:

- Serve on the Awards Committee for two years.
- Represent Cumberland County Schools as a nominee for Media Coordinator of the Year for a respective professional organization (i.e. NCSLMA, NCAECT)

Cumberland County Schools Media Coordinator of the Year

Application packet is due April 27, 2017, and should be sent to:

*Donna Pope, Chair
Media Scholarship Committee
John Griffin Middle School
5551 Fisher Road
Fayetteville, NC 28306*

Cumberland County Schools Media Coordinator of the Year

Nominator form

Name _____

School _____

Please rate the applicant on the following according to the scale:
1 = lowest and 5 = highest:

| | | | | | |
|---|---|---|---|---|---|
| Collaboration with teachers | 1 | 2 | 3 | 4 | 5 |
| Creative media programs | 1 | 2 | 3 | 4 | 5 |
| Having a passion for students | 1 | 2 | 3 | 4 | 5 |
| Leadership skills | 1 | 2 | 3 | 4 | 5 |
| Works well with co-workers | 1 | 2 | 3 | 4 | 5 |
| Makes the media center the "Heart of the school" | 1 | 2 | 3 | 4 | 5 |
| Admired by all stakeholders | 1 | 2 | 3 | 4 | 5 |
| Organizational skills: | | | | | |
| Attention to details | 1 | 2 | 3 | 4 | 5 |
| Time management | 1 | 2 | 3 | 4 | 5 |
| Management of budget | 1 | 2 | 3 | 4 | 5 |

Administrator's remarks: **LIMITED TO THIS FORM, PLEASE**

Signature _____

Administrator's name _____

Title _____

Return to:

Donna Pope, Chairperson
John Griffin Middle School
5551 Fisher Road
Fayetteville, NC 28304

Cumberland County Schools Media Coordinator of the Year

Professional Information Form

| | |
|---|--|
| Name of Nominee | |
| Address | |
| City, State ZIP | |
| Phone | |
| E-mail Address | |
| Education | |
| Awards and Publications (<i>within 5 years</i>) | |
| Years in Present Position | |
| Total Years as Media Coordinator | |
| Name of School | |
| Attendance Area | |
| Name of Principal | |
| Name of Nominator | |
| Position of Nominator | |
| Phone and extension of Nominator | |
| School Address | |
| City, State ZIP | |
| Phone | |
| Grades Served / Student Enrollment | |
| Total Faculty Members | |
| Total Media Coordinators in School | |
| Total Adult Media Assistants | |
| Total Volunteer Hours per Week | |
| Total Books in Collection | |
| Total Items in Collection | |
| Total Computers in Media Center | |
| School Committee Activities (<i>within 5 years</i>) | |
| Professional Organizations | |

Cumberland County Schools Media Coordinator of the Year

Please respond to the following items using information **within the last five years**. Do not exceed seven pages of narrative including the digital picture. Please double-space using one-inch margins, and maintain a 12-point font. Please **label each item** as you respond.

Item 1. The mission statement of the school media center and your current goals.

Item 2. Any initiatives you use with students to actively promote media/information skills.

Item 3. Your role in curriculum development and collaborative planning at your school

Item 4. Professional involvement and development in which you have participated at your school, district, state or national level

Item 5. Any special programs you have developed to involve the community in the media center.

Item 6. Take a digital picture of your favorite area of the media center and write a short narrative about why it is your favorite.

Cumberland County Schools Media Coordinator of the Year

This sheet is for committee use only. Please return one copy of it with your application packet. This will serve as confirmation of your application. **Due: April 27, 2017.**

Applicant name: _____

These items were received:

_____ Nominator form

_____ Professional information form

_____ Item 1

_____ Item 2

_____ Item 3

_____ Item 4

_____ Item 5

_____ Item 6