

Builders Club Distinguished Club Officer Nomination Form (2023-24)

Have any of your club officers gone 'above and beyond' to serve your club? Nominate any club officer, whether president, vice president, secretary, or treasurer for a Distinguished Club Officer award!

The nomination process is easy.

- Read the Distinguished Club Officer award information and nomination criteria before getting started to ensure your honoree is eligible for recognition.
- Any member, fellow club officer, club advisor or district administrator may nominate a club officer. Club officers may not nominate themselves.
- **To nominate an officer, complete and submit this form no later than April 1.**

Date/Time



 :

As the individual nominating the Distinguished Officer, please provide your name, email and address. Recognition will be sent to you for presentation to the recipient.

Your Name: *

First Name Last Name

Your Email Address: *

Your Mailing Address: *

Address Line 1

Address Line 2



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Your Role *

- District administrator
- Kiwanis advisor
- Faculty advisor
- Builders Club officer (nominees may not nominate themselves)
- Builders Club member
- School counselor
- School principal
- Other school staff
- Community organization staff
- Other:

Nominee Information

Builders Club Officer name: *

First Name

Last Name

Builders Club Officer role:

- President
- Vice-President
- Secretary
- Treasurer

Builders Club ID # (Exp: B0123): *

Builders Club name: *

Builders Club (School) address (Street, City, State, Postal Code, Country): *

Officer Responsibilities

Builders Club officers are charged with completing specific duties while serving in this role. Let us know if your club officer focused on the required officer responsibilities during the year by responding yes or no to the following questions. Please review pages 30-33 of the [Member and Club Officers Toolkit](#).



Learned the Builders Club pledge.

Yes No

Learned what was required in their role as club officer and completed these tasks.

Yes No

Description Area

List the officer activities the nominee carried out this year:

Attended 75% of club board meetings.

Yes No

Attended 50% to 75% of club meetings.

Yes No

The Builders Club officers learn about the themes of service leadership – Learn, Engage, Serve and Lead. Let us know if your club officer displayed knowledge of these themes while working with others in the club by responding yes or no to the following questions.

Learn: Club officers learned about assets and needs in their community and the world. Through activities in the Service Toolkit, they learned hard and soft skills and how to plan an effective service initiative.

Yes No

Engage: Club officers learned the art of conversation, how to build coalitions and how to raise resources for service.

Yes No

Serve: Club officers developed the ability to empathize with people in need, discover a sense of place in their community, and learned how to make meaningful social contributions.

Yes No

Lead: Club officers learned to be other-centered, developing their ability to move an idea into purposeful action, building essential skills, and accepting their identity as a leader.

Yes No

Going above and beyond



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Review the following criteria sharing ways in which club officers have gone above and beyond to empower and support the club advisor, other club officers and club members. Let us know if your club officer engaged with others in meaningful ways by responding yes or no to the following questions.

The club officer’s interactions with club members

The club officer made a clear effort to get to know club members.

Yes No

The club officer noticed what activities revealed about club members and learned about the talents and strengths of these individuals.

Yes No

On multiple occasions the club officer volunteered to help the advisor, other club officers and/or club members with tasks and responsibilities.

Yes No

The club officer praised club members for their efforts. Perhaps giving a club member a thank you note or recognizing someone’s efforts during a club meeting.

Yes No

The club officer’s ability to demonstrate and live the Builders Club Core Values – Character Building, Leadership, Inclusiveness and Caring

Review the ways a Builders Club officer might demonstrate the Builders Club Core Values and respond yes or no as to whether the club officer did this. If there is an example you remember about how the club officer interacted with others and you want to share, write more information in the comments section. Adding a comment isn’t required in determining the club officer’s eligibility for recognition but is welcome to learn more about the positive interactions club officers have with the advisor, other club officers and club members.

Character Building: The club officer demonstrated the ability to do the right thing even when it might be the unpopular choice.

Yes No

If there is an example about how the club officer demonstrated good character, please share:

Leadership: The club officer demonstrated the ability to listen, communicate and serve and guide others.

Yes No



If there is an example about how the club officer demonstrated leadership abilities, please share:

Inclusiveness: The club officer accepted and welcomed the differences in others.

Yes No

If there is an example about how the club officer demonstrated inclusiveness, please share:

Caring: The club officer displayed concern and interest in other people and situations.

Yes No

If there is an example about how the club officer demonstrated concern for other people and situations, please share:

Please share photographs of your Distinguished Club Officer

We invite you to upload a photo of your Distinguished Club Officer Nominee. Please include a photo release form for anyone pictured in the uploaded photos. Photos cannot be shared if a photo release form is not included.

Link: [Photo Release Form](#)

Please upload a photo of the nominee.

Choose File Remove File No File Chosen
Accepted file types include jpg, jpeg, png, and bmp.



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Please upload a photo release form for the nominee in the submitted photo.

Choose File Remove File No File Chosen

Accepted file types include jpg, jpeg, png, and bmp.

Please upload a group photo of the club.

Choose File Remove File No File Chosen

Accepted file types include jpg, jpeg, png, and bmp.

Please upload photo release forms for anyone pictured in the club group photo.

Choose File Remove File No File Chosen

Accepted file types include jpg, jpeg, png, and bmp.

Submit Form

