

# *Call for Nominations*



**2008**

## **John H. Nail Memorial Award**

*An Award of the City Managers Department*

# JOHN H. NAIL MEMORIAL AWARD

The John H. Nail Memorial Award was created by the City Manager's Department of the League of California Cities at the 1978 Annual Spring Conference, in honor and memory of a highly regarded City Manager and individual. The award is presented annually to an outstanding municipal assistant who has contributed significantly to his or her city government and to the advancement of the community as a whole. The award not only recognizes special accomplishments, but will also provide a stipend to participate in the Australian Exchange or provide financially for the recipient to attend the annual ICMA Conference and thereby foster continued professional development.

It is fitting that this special award and recognition be given in the memory of John H. Nail, for he manifested in his life and character many of the qualities which are essential to the profession of City Manager. It is impossible to sum up the meaning of John's life and actions in a few words. But some things do stand out as the essential qualities of this complex man. John loved his work and his community. He thought and acted according to what was best for his city and what best served the highest public interest. He was a kind and gentle man, a man of charitable attitude. He was patient and forbearing. He knew that an occasional setback did not stop one from accomplishing his goals, if the purpose was right and there was tenacity to that purpose.

John was a man of the highest personal integrity, and a man of faith. He believed, even during the controversy of the moment, that reason and human concern would ultimately prevail, and that the passions and contentiousness of the moment would pass. Though the above may paint a picture of a solemn person, and in certain ways he was, those who knew him enjoyed his insightful sense of the ironic and the understated, the mischievous twinkle in his eye, and his involved telling of jokes.

John was a fine person, a marvelous person. In his chosen profession, he believed in developing a city as a better place to live. He believed that his thoughts and actions did matter, and he enjoyed the self-confidence of that belief.

The future nominees and recipients of the John H. Nail Memorial Award will inevitably ask the question, "Who was John Nail, and why did they designate this award in his name?" When one of the veteran city managers answers that question, the recipient of the award will follow this tradition with pride. He or she will better realize that it takes special and dedicated people, committed to the highest ideals of public service, to guide and to nurture the communities for which John Nail was, and we are, responsible.

## ELIGIBILITY CRITERIA AND PROCEDURES

The John H. Nail Memorial Award is intended to recognize local government administrative professionals who are serving as municipal assistants (regardless of position title) and have contributed significantly to their communities. Therefore, in order to be eligible, a candidate must meet the following criteria:

1. The candidate must be a full-time employee reporting to a city manager or department head with at least one year in his or her current position (not including internships in conjunction with an academic program).
2. The candidate must demonstrate a commitment to the profession of public administration and to his or her professional development through the nominee's educational attainment and participation in an organization dedicated to the advancement of the profession.
3. The candidate must have made a valuable contribution to his or her community *during the past year* deserving of the John H. Nail Memorial Award. Such a contribution may have been accomplished within the context of professional duties as a municipal employee and/or in community work.

# JOHN H. NAIL MEMORIAL AWARD

## Nomination Form

(Please type)

Nominations must be submitted on the John H. Nail Memorial Award Nomination form along with a current resume. Six copies of both the nomination form and resume must be received no later than 5 p.m., December 21, 2007. Each city is limited to one nomination per year.

### NOMINATION STATEMENT

A statement limited to three pages describing the candidate and his or her contribution to the profession and community must accompany the Nomination Form. The Nomination Statement should emphasize the specific accomplishment during the past year, the degree of participation of the assistant, and management abilities demonstrated. A candidate has a better chance of being considered if the Nomination Statement states the degree of involvement and whether the meritorious contribution is job-related or community/volunteer participation.

#### CANDIDATE:

#### NOMINATED BY:

Name \_\_\_\_\_ Name \_\_\_\_\_  
Title \_\_\_\_\_ Title \_\_\_\_\_  
Address \_\_\_\_\_ Address \_\_\_\_\_  
\_\_\_\_\_  
Telephone \_\_\_\_\_ Telephone \_\_\_\_\_

### PROFESSIONAL EXPERIENCE

Begin with present experience. Indicate whether the candidate is responsible to the city manager or a department head. Asterisk any intern experience.

Title \_\_\_\_\_ City \_\_\_\_\_  
From (mo/yr) \_\_\_\_\_ To (mo/yr) \_\_\_\_\_ Time in Months \_\_\_\_\_  
Reports to: \_\_\_\_\_

Title \_\_\_\_\_ City \_\_\_\_\_  
From (mo/yr) \_\_\_\_\_ To (mo/yr) \_\_\_\_\_ Time in Months \_\_\_\_\_  
Reports to: \_\_\_\_\_

Title \_\_\_\_\_ City \_\_\_\_\_  
From (mo/yr) \_\_\_\_\_ To (mo/yr) \_\_\_\_\_ Time in Months \_\_\_\_\_  
Reports to: \_\_\_\_\_

Title \_\_\_\_\_ City \_\_\_\_\_  
From (mo/yr) \_\_\_\_\_ To (mo/yr) \_\_\_\_\_ Time in Months \_\_\_\_\_  
Reports to: \_\_\_\_\_

please detach and mail.....

## EDUCATION

Begin with college degrees and include all relevant training (i.e., MPA, special management training).

Degree/Training	Dates Attending (mo/yr - mo/yr)	Remarks (name of school, etc)
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## PROFESSIONAL ORGANIZATION

List the professional affiliations of the candidate. Under "Remarks," indicate relevant participation information.

Organization	Membership Dates (mo/yr - mo/yr)	Offices Held (if any)	Remarks
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## VOLUNTEER ACTIVITIES

List the activities of the candidate unrelated to his/her position on the city staff in which he/she may have participated in the community.

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## SIGNATURES

Candidate:

City:

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City Manager:

Date:

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Nominations must be submitted by 5 p.m., December 21, 2007, to:  
League of California Cities  
Attn: Jennifer Lewis  
1400 K Street, 4th Floor, Sacramento, CA 95814  
(916) 658-8226; Fax: (916) 658-8240  
jlewis@cacities.org