

## ***COMO Daniel Maxim Award for Excellence in Education***

Based on feedback from Districts requesting additional incentives and recognition for the best Instructors, the Education Directorate developed a prestigious national level award recognizing the best-of-the-best Instructors.

Dr. L. Daniel Maxim was highly respected within the Recreational Boating Safety (RBS) Community. COMO Maxim was a former ANACO-RB and served as the Chairman of the National Boating Safety Advisory Council (NBSAC). A prodigious educator and author, he made countless contributions to help educate the public about RBS. This award honors his legacy of superior education performance by recognizing the best-of-the-best Auxiliary Instructors. It is additionally inspired by a similar award the US Power Squadrons confer on their very best Instructors – The Chapman Award.

We believe recognizing Instructor excellence by conferring a national level award to our best-of-the-best will motivate and inspire our entire Instructor cadre to reach beyond the comfortable or ordinary to achieve the extraordinary. Expected benefits of competing for the award include, but are not limited to:

1. Increase in diversity of courses offered by flotillas and additional numbers of classes offered
2. Improvement in Public Education and Member Training Instructor effectiveness and performance
3. Improved mentorship of newer or lesser experienced Instructors
4. Development of new and innovative teaching methods and techniques
5. Development of new and innovative teaching aids
6. Pride and satisfaction that comes with competing to be recognized as being the best-of-the-best

Some flotillas have seasonal periods to conduct Public Education and seasonal periods to conduct Member Training. Because of the seasonal variations of instruction delivered by our Instructors and the desire to recognize the best Instructors no matter where or what they teach, the evaluation criteria for the award will include both Public Education and Member Training Instruction. Only those Auxiliarists who consistently demonstrate outstanding and exceptional efforts will be considered. The nomination must describe in detail what sets this instructor apart from others and what the result of these efforts produced.

Members not eligible for the award are evaluators at any stage in the process of evaluation, District or National elected or appointed leaders, and all previous winners. This award can be won only once.

As every Instructor is unique, each nomination package will be unique. Nomination packages must include a descriptive narrative that tells the story of the attributes and characteristics making the nominee an exceptional candidate for the award. The narrative should address the following question: Why should this candidate win the award? Nomination packages should include, but are not limited to, supporting documents, recommendations, attestations, course evaluations and comments from students. This list of items is not all-inclusive.

Nominee packages should address each of the following points. Additional information should be included as necessary, to place the nominee in the best light for consideration.

- 1.** Does the Nominee present an impeccable appearance with proper and sharp uniform wear? Full length and a head shot photographs of the candidate, in proper uniform, should be attached to the submission package.

2. What types of courses are taught by the Nominee in both PE and MT? How many topics can they teach? Describe their level of competence on various education offerings, opposed to a single focus.
3. Describe their ability to adapt to local needs by adding or adjusting prepackaged content.
4. Describe their use or development of training aids.
5. How do the training aids used help understanding of concepts by students?
6. Describe their command of the classroom environment to facilitate learning and avoid distractions.
7. Describe how they engage students and hold their attention to avoid instruction becoming boring.
8. Describe how they inspire students to learn more and to take additional training.
9. Describe their development of new or innovative ways of teaching.
10. Describe their ability to serve as a role model or act as a mentor to less experienced Instructors.

A separate Nomination Package Format document is attached as a guide for submission of nominations of candidates.

#### **Nomination Procedures and Deadlines:**

The DSO-PE will solicit nominations from Flotilla Commanders. Normally, this will occur in January each year. Flotilla Commanders may appoint a team to evaluate and recommend candidates who meet the requirements for nomination, and to prepare one nomination package to forward to the Division Commander. Division Commanders may appoint a team to receive, evaluate, and recommend nominations. Division Commanders will select the Division nominee from among the nominees submitted by the Flotillas and will forward one package from the Division to the DSO-PE. Each DSO-PE may appoint a team to receive, evaluate, and recommend nominations. With concurrence of the DCOS and the DCO, the DSO-PE will select and forward the District nominee to the Director of Education for regional and national level evaluation and selection of award winners.

The following timetable will avoid late nominations and give succeeding levels of evaluators sufficient time to make their selection from all eligible candidates. Award nominee packages received after the deadline will be ineligible. Early delivery of nomination packages prior to the deadline is encouraged and highly recommended.

1. Flotillas may assemble a team to begin accumulating supporting documentation at any time for the numbers of courses taught, numbers of graduates, variety of courses taught, and all other data and testimonials deemed pertinent to preparing the nominee package. Flotillas are encouraged to develop this documentation as soon as practical and well prior to the deadline. **All nomination packages must originate at flotilla level** as they know the candidates best. Flotilla Commanders will be responsible for recommending one nominee and forwarding the package to

the Division Commander. Nomination packages from Flotilla Commanders to Division Commanders will be due ***no later than February 28.***

**2.** Division Commanders will consult with the Flotilla Commander, the FSO-PE and the SO-PE to ensure the package is correct, complete, and puts the nominee in the best possible light for further consideration at district level. Division Commanders will forward one nominee per division to the DSO-PE for consideration ***no later than March 31.***

**3.** The DSO-PE will assemble a team to evaluate all nominee packages received and nominate one candidate from each district. After consultation with and the concurrence of the DCO and the DCOS, the DSO-PE will forward one nomination from the district to the Director of Education ***no later than May 31.***

**4.** The Director of Education will appoint a team to receive and evaluate all nominees and make a recommendation of potential regional (Atlantic East, Atlantic West, and Pacific areas) winning candidates to the Director of Education. The Director of Education will determine each regional winner ***no later than June 30*** after consultation and with concurrence of the ANACO-RB and area DNACO. The best-of-the-best three regional winners will become finalists to determine the winner. Only one of them will be awarded the COMO Daniel Maxim Award for Excellence in Education as determined by the Director of Education after consultation and with concurrence of the ANACO RB and area DNACO. This award will be formally announced annually at NACON. A citation and ribbon/medal for an Auxiliary Commendation Medal (ACM) will be presented to the Maxim winner in addition to a trophy. The two regional winners will receive a citation and ribbon/medal for an Auxiliary Achievement Medal (AAM) and a trophy as regional winners.

Although only one Auxiliarist will be selected as the COMO Daniel Maxim Award for Excellence in Education winner each year, flotillas, divisions, and districts are encouraged to recognize and honor all nominees with appropriate awards and recognition. The Education Directorate will design a certificate for presentation to all nominees. Formal recognition originated by flotillas, divisions, or districts should follow the guidance provided in the Auxiliary Manual.

An item for future consideration is the development of a device to be worn on the uniform to recognize this achievement.