



2017 Excellence in Club Management® Awards Rising Star Official Nomination Form

Thank you for nominating your club's assistant manager for the Rising Star Award.

Please contact Alison McMahon Duffy from McMahon Group if you have any questions about the nomination process.

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About the Nominee

Nominee's Name: _____

Management Position: _____

Club Name: _____

Club's Address: _____

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Nomination Proposer

Please provide the name of the person who is proposing the nomination. The proposer should be the general manager or club manager who is the Nominee's superior.

Name of Nomination Proposer: _____

Affiliation with Nominee: _____

Proposer's Address: _____

Proposer's E-mail Address: _____

Proposer's Phone Numbers: _____

Work

Mobile

If we need to contact you, which method do you prefer?

Phone

E-mail

Text

PLEASE NOTE: A Letter of Endorsement from the club's general manager or club manager must accompany this Official Nomination Form.



About the Club

Type of Club: Country Golf City Athletic Beach Tennis Yacht Other: _____

Club's History (when founded, significant events, etc.): _____

Size of Membership by Categories: _____

Management Structure (i.e., general manager, clubhouse manager, etc.): _____

Description of Club Facilities (clubhouse, golf course, recreation, etc.): _____

Food & Beverage Annual Sales and Member Utilization: _____



Nominee Information

Please list the Nominee's education (degrees, certifications, continuing education, CMAA programs, Canadian Society programs, regional manager seminars, BMI sessions, etc.):

Please list the Nominee's experience at three (3) past clubs:

1.	_____	_____	_____	_____
	Club Name	Location	Job Title	Years Employed
2.	_____	_____	_____	_____
	Club Name	Location	Job Title	Years Employed
3.	_____	_____	_____	_____
	Club Name	Location	Job Title	Years Employed

Judging Categories

Please provide information on the Nominee's contribution to his or her present club in each of the three (3) categories listed below and on the following pages. ***It is important that you submit detailed information for each category, as these are the sole criteria on which the Nominee will be judged.*** If you need additional write-in space, please see page 6.

1. Please list the ways in which the Nominee helped to improve, enhance or upgrade the dining program:



Judging Categories (continued)

2. Please list how the Nominee helped to improve other aspects of the club by upgrading existing services or by initiating new programs for the following categories:

A. Golf/Recreation: _____

B. Entertainment & Social Activities: _____

C. Employee Relations: _____

D. Membership Development: _____

E. Budgeting & Cost Controls: _____



Judging Categories (continued)

3. Innovative Management Programs Implemented:

A. Member Satisfaction Programs: _____

B. Human Resource Programs for Employees: _____

C. Staff Strategic Planning & Team Building: _____

D. Board & Committee Liaison to Achieve Club's Goals: _____

E. CMAA Conference Idea Fair Submittals & Similar CMAA Chapter Programs: _____

F. Staff Training Programs: _____

G. Communication Programs: _____



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General Information

Please provide any other general information on the Nominee supporting his or her outstanding performance. Please also use the space below for any additional comments you have regarding the Judging Categories.

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How to Submit Nomination

Please return this completed form and the Letter of Endorsement from the club’s general manager or club manager before **November 3, 2017**. All forms and other correspondence should be sent to:

Mr. Jeffrey Kreadle
Selection Committee Chairman
Rising Star Award
c/o McMahon Group, Inc.
670 Mason Ridge Center Drive
Suite 220
St. Louis, Missouri 63141

Fax completed form to: 314.744.5046 | Scan and e-mail completed form to: ecm@mcmahongroup.com

DISCLAIMER

Although McMahon Group will not be involved in the selection of Award recipients, Alison McMahon Duffy is assisting the Selection Committee in processing the nominations. If you have any questions, please contact Alison at 314.744.5040 or aduffy@mcmahongroup.com.

Thank you for helping us recognize the rising stars in the private club industry!