



THE AMERICAN LEGION  
DEPARTMENT OF CALIFORNIA  
“LEGIONNAIRE OF THE YEAR” AWARD-2016

TO: AREA VICE COMMANDERS, DISTRICT & POST COMMANDERS  
FROM: Kenneth W. Newman, Department Leadership Commission Chairman  
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Recognizing Legion members for their hard work during the year is an attribute of a good leader. Nominations are now being accepted for “**LEGIONNAIRE OF THE YEAR**”.

The selection process is anonymous and the following rules for nominating a Legionnaire shall be followed:

1. Provide a 200 word or less Nomination Letter describing why the Legionnaire has been chosen for this award. Do not use Post letter head.
  - a. Do not include any information that will identify the nominee, such as name, gender, Post, District, dates of Legion office held (Legion offices held okay), or any other information that may tend to identify the Legionnaire. Any such identifiers will be blacked out by the Area Commissioner reviewing the nomination.
2. Provide a photo and personal biography of the nominee.
  - a. The biography should include the Legionnaire’s name, Legion history, military service, and other professional and volunteer activities.
  - b. The photo and biography must be placed in a sealed envelope, with **only the Area number** marked on the outside of the envelope.
  - c. This envelope will not be opened until after selection is made at the Department Convention Leadership Committee Meeting
3. Place the Nomination Letter and the sealed envelope together in one envelope and submit to your District Leadership Chairman for judging by **June 1**.
  - a. Each District Chairman will forward the District’s nominee to their Area Leadership Commissioner by **June 10**.
  - b. The Area Commissioner will form an ad hoc committee and select the Area nominee to be presented to the Department Convention Leadership Committee.
4. The members of the Convention Leadership Committee, representing the Districts at the Department Convention, will select the Legionnaire of the Year from the Area nominations.

Thank you for your participation in this member recognition program.