



# Employment Service Awards

## Information Sheet

**History:** In 1990, a resolution established a national awards program to recognize outstanding Employment Services (ES) offices and employees.

Both the National Veterans Employment & Education Commission and the Internal Affairs Commission's Trophies and Awards Subcommittee conducted extensive studies and both recommended approval and referred the resolution to the National Executive Committee for final approval. The NEC unanimously approved the resolution at its spring 1992 meeting.

**Purpose:** The purpose of the ES awards program is to confer national recognition annually on one outstanding Local Veterans Employment Representative (LVER) and one Disabled Veterans Outreach Program Specialist (DVOP). LVERs, DVOPs, and the ES office provide job counseling, testing and placement assistance to unemployed and underemployed veterans.

**Deadline:** The deadline for submission of the ES office is not later than December 15<sup>th</sup>. Nominations received after that date will not be eligible for consideration at the Department or National level.

**Procedure:** Nominations from posts, ES employees or other sources must be sent to Department Headquarters. The Department then selects one nominee each for LVER, DVOP, and ES Office Categories, and sends the winning nominations with their supporting information to the National Veterans Employment & Education Commission. Either the Department Adjutant or Department Employment Chair must sign those nominations. Nominations that arrive without supporting information will not be eligible for consideration.

**Nomination Form:** A copy of the official nomination form, which is the same for all the ES office categories, follows. Additional copies may be obtained from Department's website or by contacting Department's Programs Director.

**Award:** The commission provides free plaques to each Department that submits nominations. It is recommended, however, that Post and Departments recognize their other nominees with plaques or awards. The National winner will receive a large plaque to be presented by the National Commander at the annual National Convention and will receive a stipend to help defray the cost of their representative's travel to the convention city to accept the award.

**Submit to:** The American Legion, Department of Florida  
ATTN: Programs Director  
P.O. Box 547859  
Orlando, FL 32854  
Email: [programs@floridalegion.org](mailto:programs@floridalegion.org)

# The National Veterans Education & Economic Commission Employment Service Award

## Nomination Form

The Department: \_\_\_\_\_

Date: \_\_\_\_\_

The American Legion Post's Name and Number: \_\_\_\_\_

Award Category: Employment Service Local Office Award

|                                                     |  |
|-----------------------------------------------------|--|
| Name and title of nominee:                          |  |
| Street Address:                                     |  |
| City, State, Zip:                                   |  |
| Daytime telephone number:                           |  |
| Office manager's name:                              |  |
| Name and title of nominator:                        |  |
| Street Address:                                     |  |
| City, State, Zip:                                   |  |
| Daytime telephone number:                           |  |
| Nominator's signature:                              |  |
| 1. Total applicants available:                      |  |
| 2. Applicants entered employment:                   |  |
| 3. Percent of total applicants entered employment:  |  |
| 4. Total veteran applicants available:              |  |
| 5. Total veterans entered employment;               |  |
| 6. Percent of total veterans entered employment:    |  |
| 7. Total disabled veterans applicants available:    |  |
| 8. Disabled veterans entered employment:            |  |
| 9. Percent of disabled veterans entered employment: |  |

Please also document the following on a separate page: Management support, community relations, involvement with American Legion programs, including Employer Awards Program. You are encouraged to provide your annual office performance measures. You may add up to one page of supporting data on any of these subjects.

Only those nominations that include adequate documentation on the nominee's employment practices concerning veterans will be considered for the National Employment Service Awards. The nominator should provide a copy of the company's written policy on employment of veterans if available, a description of how the employer supports veterans' activities in the community, and any other reasons why the nominee should be selected to be the Employer Service Award winner.

Nominations by Posts and individuals must be sent to Department Headquarters as soon as possible so that the Department will have time to review all nominations received and make the selection of its winners.

\_\_\_\_\_  
Approved Signature

\_\_\_\_\_  
Date

Check One:    ☐ Department Adjutant        ☐ Department Employment Chairman

Desired presentation date at Department Convention: \_\_\_\_\_

# The National Veterans Education & Economic Commission Employment Service Award

## Nomination Form

The Department: \_\_\_\_\_

Date: \_\_\_\_\_

The American Legion Post's Name and Number: \_\_\_\_\_

Award Category: ☐ LVER ☐ DVOP

|                                                     |  |
|-----------------------------------------------------|--|
| Name and title of nominee:                          |  |
| Street Address:                                     |  |
| City, State, Zip:                                   |  |
| Daytime telephone number:                           |  |
| Office manager's name:                              |  |
| Name and title of nominator:                        |  |
| Street Address:                                     |  |
| City, State, Zip:                                   |  |
| Daytime telephone number:                           |  |
| Nominator's signature:                              |  |
| <b>Veteran Placement Activity (Annual Figures):</b> |  |
| 1. Veterans placed in full-time employment:         |  |
| 2. Veterans Placed as a result of job development:  |  |
| 3. Disabled veterans entered employment:            |  |

Please document the following: Support of American Legion programs, including Employer Awards; leadership activities; community service; special achievements; use of technological innovations (email, internet, etc.). You may add up to two pages of supporting data on any subject listed.

Only those nominations that include adequate documentation on the nominee's employment practices concerning veterans will be considered for the National Service Awards. The nominator should provide a copy of the company's written policies on employment of veterans if available, a description of how the employer supports veterans' activities in the community, and any other reasons why the nominee should be selected to be the Employer Service Award winner.

Nominations by Posts and individuals must be sent to Department as soon as possible so that the Department will have time to review all nominations received and make the selection of its winners.

\_\_\_\_\_  
Approved Signature

\_\_\_\_\_  
Date

Check One:   ☐ Department Adjutant      ☐ Department Employment Chairman

Desired presentation date at Department Convention: \_\_\_\_\_

## This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.