



BREAKING TRADITIONS EMPLOYER AWARD NOMINATION

INSTRUCTIONS

Nomination forms must be sent as an email attachment from the school contact person to your regional College and Career Consultant (CCC) no later than February 1.

Be sure to answer all of the questions.

Educators may nominate a nontraditional employer along with their student nominations. Make sure the employer is aware of and supports this nomination.

The Missouri Department of Elementary and Secondary Education (DESE) recognize employers who have supported Missouri's nontraditional employees and/or students through breaking traditions. The employer winner will be honored publicly this spring along with the students who win the state-level Breaking Traditions award.

The employer award will:

- Foster partnerships between the school or college and local nontraditional employers.
- Reinforce the good practices of companies that hire and retain nontraditional employees.
- Create community awareness about issues affecting nontraditional employees and students.
- Encourage other employers to broaden their views about the role of men and women in the workforce.

Criteria for selection of employer nominees. There are many ways companies and employers support nontraditional employees or students. A supportive employer might:

- Offer mentoring, internship, or job-shadowing opportunities for nontraditional employees and/or students.
- Allow nontraditional employees to serve as speakers or advisory council members.
- Actively recruit nontraditional employees.
- Provide services to help retain nontraditional employees.
- Have written, effective, and enforceable sexual harassment policies.
- Provide equitable advancement opportunities.
- Pay equitable wages to nontraditional employees.
- Provide adequate facilities and equipment for nontraditional employees.
- Offer education and training opportunities for nontraditional employees, including on-the-job training and tuition reimbursement.

EMPLOYER INFORMATION

COMPANY REPRESENTATIVE NAME		TITLE	
COMPANY NAME			
COMPANY ADDRESS	CITY	STATE	ZIP
REPRESENTATIVE EMAIL		REPRESENTATIVE PHONE NUMBER	

NOMINATOR INFORMATION

YOU MAY NEED TO INTERVIEW THE EMPLOYER NOMINEE OR A COMPANY REPRESENTATIVE FOR ANSWERS TO QUESTIONS 3 AND 4.

NOMINATOR NAME		NOMINATOR TITLE	
NAME OF SCHOOL OR COLLEGE			
SCHOOL OR COLLEGE ADDRESS	CITY	STATE	ZIP
NOMINATOR EMAIL		NOMINATOR PHONE NUMBER	
NOMINATOR SIGNATURE			DATE

The Department of Elementary and Secondary Education does not discriminate on the basis of race, color, religion, gender, national origin, age, or disability in its programs and activities. Inquiries related to Department programs and to the location of services, activities, and facilities that are accessible by persons with disabilities may be directed to the Jefferson State Office Building, Office of the General Counsel, Coordinator - Civil Rights Compliance (Title VI/Title IX/504/ADA/Age Act), 6th Floor, 205 Jefferson Street, P.O. Box 480, Jefferson City, MO 65102-0480; telephone number 573-526-4757 or TTY 800-735-2966; email civilrights@dese.mo.gov.

NOMINATOR QUESTIONS

1. BRIEFLY DESCRIBE THE SCHOOL/COLLEGE RELATIONSHIP WITH THE EMPLOYER.

2. WHY ARE YOU NOMINATING THIS EMPLOYER?

3. HOW HAS THE EMPLOYER SHOWN COMMITMENT TO RECRUITING AND RETAINING NONTRADITIONAL EMPLOYEES?

NOMINATOR QUESTIONS (continued)

4. HOW HAS THE EMPLOYER BENEFITED FROM HIRING NONTRADITIONAL WORKERS OR SUPPORTING NONTRADITIONAL STUDENTS?

DESIGNATED CONTACT PERSON INFORMATION

DESIGNATE ONE PERSON PER SCHOOL TO BE THE CONTACT FOR AWARDS DELIVERED. THIS APPLIES TO ALL SCHOOLS REGARDLESS OF HOW MANY NOMINEES THEY SUBMIT FOR AN AWARD. BREAKING TRADITIONS DOES NOT SEND AWARDS DIRECTLY TO THE STUDENT WINNER(S).

NAME OF CONTACT PERSON		TITLE	
SCHOOL ADDRESS			
CITY		STATE	ZIP
CONTACT EMAIL		CONTACT PHONE NUMBER	
NAME OF COLLEGE AND CAREER CONSULANT FOR YOUR REGION			

ADMINISTRATOR

CHIEF ADMINISTRATOR SIGNATURE (DIRECTOR, PRINCIPAL, DEAN, ETC.)		TITLE	DATE
PRINT CHIEF ADMINISTRATOR NAME		EMAIL ADDRESS	