

National Teacher of the Year Guidelines

NATIONAL TEACHER OF THE YEAR NOMINATION FORM. AFA State AEVPs should complete the nomination form [HERE](#). State TOYs submitted to AFA National are not automatically considered for the AFA National Teacher of the Year award. If a State TOY is to be submitted for the National TOY, the AFA State leaders must submit the National TOY nomination form with all supplemental information listed below to AFA National (education@afa.org) **by June 30.**

- 1- **EDUCATIONAL HISTORY AND PROFESSIONAL DEVELOPMENT.** This section must be in outline form. List colleges and universities attended including post- graduate studies. Indicate degrees earned and dates of attendance. List teaching employment history, indicating time period, grade level, and subject area. Include professional association memberships; offices held; service on committees, commissions, and task forces; and other relevant activities. List leadership activities in staff development and the training of future and/or peer teachers. List awards and other recognition of teaching. **Response is limited to two (2) double-spaced pages.**
- 2- **PROFESSIONAL BIOGRAPHY.** The teacher should provide a narrative description of the influencing factors of becoming a teacher and the greatest personal contributions and accomplishments in STEM education. **A 2-3 statement paragraph of summarization should be included at the end to be used to briefly describe the teacher to others, if selected as a winner.** Response limited to two (2) double-spaced pages.
- 3- **NATIONAL AEROSPACE TEACHER OF THE YEAR.** The National Aerospace/STEM Teacher of the Year serves as a representative for the entire teaching profession and a teacher ambassador for the AFA. This section asks for the teacher's message if selected as the AFA Teacher Ambassador and the method(s) of communicating that message to the teaching profession and the public. **Response limited to one (1) double-spaced page.**
- 4- **THREE PAGES OF OTHER DOCUMENTATION:** This section is optional, but very important, and should include not more than three pages of newspaper articles, other documents, and/or photos with descriptions of the teacher with students conducting STEM activities (ensure students in photos have media release permission for use). **ONE representative "link to a video" that best showcases the teacher can be linked on one of these three pages entitled "Teacher Video showing...."**
- 5- **LETTERS OF SUPPORT.** Four recent letters of support are required. One letter must be from the AFA Chapter President; one must be from the AFA State President; and one letter must be from the superintendent or equivalent level administrator. The fourth letter may be from the teacher's choice of a colleague, student/former student, parent, or community leader. An effective letter of support contains evidence of personal knowledge of the teacher and an indication of the qualities which would qualify the candidate to be the Air Force Association's National Aerospace Teacher of the Year. **Each letter is limited to one (1) single-spaced page. Four letters maximum.**

NOTE: Nomination packages with extra documentation or sections that do not follow these guidelines will have points deducted from the overall score.

Winners' Award Components

1st Place Winner

- \$3,000 check
- Gold and diamond pin
- Plaque
- Trip to the Washington, DC area to receive the award at the AFA National Convention and Air, Space, and Cyber Conference (if conducted in person)

2nd Place Winner

- \$2,000 check and certificate presented by nominating chapter or state

3rd Place Winner

- \$1,000 check and certificate presented by nominated chapter or state