



Health Ministries Association	Original Effective Date	4/19/18
	Operations Manual - Policy and Procedure	Current Effective Date
<i>Annual Awards</i>	Dates Reviewed	4/2019

I. **Policy:** It is the policy of HMA to annually select one faith/health leader who most closely meets the established criteria of each of the annual awards.

II. **Purpose:** The purpose of this policy is to define the nomination and selection procedure for the Annual Awards.

III. **Awards:**

1. HMA Distinguished Faith Community Leader Award

This award was established to honor an exemplary Lay Health Ministry Leader, HMA membership preferred but not required. This is an individual who demonstrates effective leadership and collaboration by leading an effective congregation-based whole-person health program. Consider: clergy, denominational leader, or congregational health minister. (2018)

2. Norma Small Outstanding Leadership Award

This award was established to recognize a distinguished Health Ministries Coordinator and HMA member, who directs a regional network or program within a healthcare system. The nominee demonstrates a resourcefulness to implement change through significant innovative teaching strategies which respond to diverse needs within faith communities and health systems. (2018)

3. Westberg Leadership in Faith Community Nursing

This award recognizes an outstanding Faith Community Nurse who exemplifies the nursing specialty role and has achieved success in implementing a practice that is faith-centered, community-driven and holistic in its approach toward health promotion, disease prevention and spiritual integration. (2012)

4. Wilkerson-Droege Award.

This award was established to recognize an outstanding HMA member who exemplifies vision, creativity and faithfulness as a leader in the faith/health movement. This award was created to honor Sister June Wilkerson and The Rev. Thomas Droege. (2002)

*Criteria for each award is listed on the HMA website. The Selection Criteria Rating Form for each award is attached to the policy.

IV. **Procedure:**

1. The Annual Awards Committee will announce the call for nominations at least 5 months prior to the date the award will be presented. The following information will be placed on the HMA website:



- a. announcement of call for nominations
 - b. description of award
 - c. nomination criteria (see attached)
 - d. nomination form, including narrative and request for resume and CV
 - e. nomination deadline determined by the Executive Committee
2. Nominees for the Norma Small Outstanding Leadership Award, the Westberg Leadership in Faith Community Nursing award, and the Wilkerson-Droege Award must be members of HMA in good standing and not members of the HMA Board. The nominee for the HMA Distinguished Faith Community Leader Award is not required to be a member of HMA in good standing, though membership is preferred.
 3. The HMA Office Manager will forward nomination information to the Annual Awards Committee at the close of nominations.
 4. The Annual Awards Committee will:
 - a. review, evaluate and select the recipient using a rating scale measuring the nomination criteria (see attached)
 - b. present the recipient's name to the HMA BOD for final affirmation, at least 2 ½ months prior to date the award will be presented
 - c. notify the nominators and nominees who were not selected
 - d. write a media release for the recipient to use in their media market
 5. The selected recipient will be notified by the HMA President by phone to accept the award.
 6. The recipient of the award will be recognized by HMA and will receive the following:
 - a. recognition at the annual awards presentation in the year of selection
 - b. one year HMA membership, reimbursed or waived at next renewal
 - c. one year recognition in the HMA newsletter and on the HMA website
 - d. media release
 7. Sponsor(s) will be sought to financially support this award in the amount of \$500. HMA will recognize the sponsor(s) of this award by:
 - a. listing sponsor(s) at the annual awards presentation
 - b. listing sponsor(s) on the HMA website within the year
 - c. one article in *HMA Today* referencing their sponsorship(s) within the year



HMA DISTINGUISHED FAITH COMMUNITY HEALTH LEADER AWARD

Nominee: _____ HMA Member #: _____

Reviewer: _____ Date Reviewed: _____

Nomination Form received: Yes No

Resume received: Yes No

<u>Selection Criteria</u>	Excels	Fully Meets	Partially Meets	Does Not Meet
	4	3	2	1
1. Demonstrates positive image of integration of faith values and health ministry.				
2. Encourages development and effective use of HMA Health Ministry Guidelines.				
3. Demonstrates compassionate ministry when caring and advocating for appropriate and safe health and wellness care of individuals, families, faith community members and members of the community at large.				
4. Is an HMA member in good standing.				
5. Demonstrates leadership in community organizations.				
6. Demonstrates whole-person health awareness through ongoing education and seminars.				
7. Recognized as a whole-person faith health advocate and witness to community quality of life.				

Total Score: _____

Comments: _____



NORMA SMALL OUTSTANDING COORDINATOR LEADERSHIP AWARD

Nominee: _____ HMA Member #: _____

Reviewer: _____ Date Reviewed: _____

Nomination form received: Yes No

Resume received: Yes No

<u>Selection Criteria</u>	Excels	Fully Meets	Partially Meets	Does Not Meet
	4	3	2	1
1. A pro-active leader responsive to the health care needs of faith communities and the community-at-large.				
2. Demonstrates resourcefulness and a creative approach to implement change and ongoing transformation while working with health ministry groups.				
3. Recognized for leadership skills when engaging faith community members, health care ministry team members and health care professionals in conceptually transforming whole-person approaches within health care.				
4. Demonstrates leadership as an HMA member in good standing.				
5. If a nurse, membership in the American Nurses Association (ANA) preferred, but not required.				
6. Advances health ministry knowledge through coordinating documentation and data retrieval among health ministry networks.				
7. Demonstrates professional competency and leadership through participative ongoing education.				

Total Score: _____

1) Is currently a member of the Health Ministries Association

2) Is not currently serving on the HMA Board Of Directors

Comments: _____



WILKERSON-DROEGE AWARD

Nominee: _____ HMA Member #: _____

Reviewer: _____ Date Reviewed: _____

Nomination Form received: Yes No

Resume received: Yes No

Selection Criteria	Excels	Fully Meets	Partially Meets	Does Not Meet
	4	3	2	1
1. Creative leadership				
2. Compassionate ministry				
3. Visionary faithfulness to the faith/health movement				
4. Serves in HMA governing roles both regionally and nationally				
5. Recognized as an advisor and leader within HMA and other professional and ministerial organizations				
6. Contributes in diverse ways to the growth and transformation of the faith/health movement				
7. If a faith community nurse, recognized as a contributor to multiple aspects of advanced specialty practice				
8. If a faith/health Leader, recognized for significant leadership regionally and nationally.				

Total Score: _____

- 1) Is currently a member of the Health Ministries Association
- 2) Is not currently serving on the HMA Board of Directors

Comments: _____



WESTBERG LEADERSHIP IN FAITH COMMUNITY NURSING AWARD

Nominee: _____ HMA Member #: _____

Reviewer: _____ Date Reviewed: _____

Nomination Form received: Yes No

Resume received: Yes No

<u>Selection Criteria</u>	Excels	Fully Meets	Partially Meets	Does Not Meet
	4	3	2	1
1. Demonstrates outstanding evidence-based practice in faith community nursing.				
2. Implements change and achieves significant improvement using creative approaches to advance the professional practice of faith community nursing.				
3. Advocates for the development and effective use of the nursing process of faith community nursing as delineated within ANA/HMA approved Scope and Standards of Practice.				
4. Demonstrates professional competency and compassion when advocating for whole-person health care for individual and congregant members of a faith community.				
5. Demonstrates leadership as an HMA member in good standing.				
6. Membership in the American Nurses Association, preferred but not required.				
7. Demonstrates outstanding professional standards through participative on-going education.				

Total Score: _____

- 1) Is currently a member of the Health Ministries Association
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Comments: _____

