

THE ST. ELIZABETH ANN SETON MEDAL

Nomination Form
(Electronic Fillable)

Catholic Committee on Scouting

ARCHDIOCESE OF SANTA FE



CANDIDATE

NAME: _____

NAME OF SPOUSE: _____

HOME STREET ADDRESS: _____

CITY: _____

STATE: _____ ZIP: _____

PARISH: _____ ARCHDIOCESE OF SANTA FE

YOUTH ORGANIZATION AFFILIATION THAT SERVES FEMALE CATHOLIC YOUTH:

TELEPHONE NUMBER - RESIDENCE: _____ MOBILE: _____

RECOMMENDED BY (Note: Anyone can nominate a person for this award.)

Name: _____

Home Phone: _____ Mobile Phone: _____

Street Address: _____ City: _____

State: _____ Zip: _____

Signed: _____ Date Submitted: _____

PARISH APPROVAL

I verify that the above-named candidate is an active registered member of my parish, and worthy of receiving this award.

Date: _____

Signed: _____

Parish Pastor or designated representative

YOUTH SERVICE ORGANIZATION ENDORSEMENT

I certify that the candidate has demonstrated notable service in the spiritual development of female Catholic youth as an active member of _____.

Date: _____

Signed: _____
Youth Organization Representative

ARCHDIOCESAN APPROVAL

The Religious Awards Selection Committee of the Archdiocese of Santa Fe Catholic Committee on Scouting hereby certifies that the record of service of this candidate has been carefully reviewed. This candidate meets the requirements for this emblem as approved by the Ordinary.

Date: _____

Signed: _____
Selection Committee Representative

Date: _____

Signed: _____
Archdiocese of Santa Fe CCOS Chaplain

RECORD FOR ARCHDIOCESAN CCOS CHAPLAIN'S OFFICE

Date Emblem Ordered: _____ Date Emblem Presented: _____

Fees paid: _____

This form is a formal nomination for a religious honor of archdiocesan distinction. Information provided should be legibly printed on the form if the electronic fillable version of this form is not used. All responses should fully and adequately describe the nominee's demonstrated service of an exceptional and/or noteworthy nature. Attach additional pages as necessary to describe the nominee's contributions.

RECORD OF CANDIDATE

Describe the nominee's service to the SPIRITUAL DEVELOPMENT of female Catholic youth. Attach a brief biography of the candidate. Please provide pertinent service facts, dates, honors, and offices held in the parish, archdiocese, in the service organization (i.e. The Girl Scouts of the USA, Camp Fire, American Heritage Girls, Scouting America, Church Youth Ministry, other youth organizations) and other community organizations (i.e. business, civic, military, religious, educational, fraternal, etc.). See the Selection Committee Guidelines at the end of this form for grading criteria considerations.

Nomination Justification

Type your recommendation/justification in the below boxes. Attach additional pages as necessary.

A. Describe the nominee's service to the spiritual development of female Catholic youth:

B. Describe the nominee's contributions to female Catholic youth faith-based relationship development:

C. Describe the nominee's service performed for the parish and/or archdiocese promoting female Catholic youth development:

D. List the nominee's awards / honors in the youth organization(s) and/or parish:

E. List service and memberships held in other community organizations:

INSTRUCTIONS

The St. Elizabeth Ann Seton Medal is sponsored by the National Federation for Catholic Youth Ministry (NFCYM) and is administered by the Archdiocese of Santa Fe Catholic Committee on Scouting with the approval of the local Ordinary. It may be presented to any adult who is working in youth programs under Catholic auspices (e.g. Church Youth Ministry; Girl Scouts of the USA; Camp Fire; American Heritage Girls; Scouting America; etc.). It is also available for award to Catholic adults serving in youth organizations not partnered by the Church. It is intended to recognize those who have made significant and meritorious contributions to youth faith development in the field of Catholic relationships. It can be given to men, women, priests, religious or non-Catholics.

Nominations must be submitted to the Archdiocese of Santa Fe Catholic Committee on Scouting by email no later than June 1st of each calendar year. Send completed nominations and any supporting documents by email to: ReligiousAwards@catholicscoutsnm.org. Incomplete nominations, or those received without proper approvals will not be considered. The deadline for submissions will not be extended for incomplete nomination forms. If a nominee is selected, they will be presented with the St. Elizabeth Ann Seton Award/Medal at the annual Awards Conferral Mass held in the fall.

There is no limit on annual awards allocations for this honor; submit people as they are deserving. There shall be no honorary or posthumous recognitions.

If possible, the nominee should not be made aware of the nomination until approved and selected for the award. The award seeks the individual; the individual does not seek the award.

Upon receipt of nominations the Archdiocese of Santa Fe CCOS will convene a selection committee to review and select the award recipients. This selection committee will follow the guidelines outlined in the below section and the Archdiocese of Santa Fe CCOS bylaws.

GUIDE FOR THE SELECTION COMMITTEE

The committee will review received nominations based on the person's demonstration of good character, contributions to youth spiritual development, and exemplary service to the individual's volunteer program. The committee will only use what is written on this nomination form to make the determination to award or not to award.

The following examples are offered as a guide in selecting candidates for this recognition. These are suggestions only; however, they are indicative of some of the things a committee member should be looking for. This list is not inclusive.

- a) Support to programs that promote spiritual development of female Catholic youth.
- b) Notable service in promoting Catholic activities and willingness to serve on committees.
- c) Participation in Retreats, Days of Recollection, etc. Instrumental in having other people participate.
- d) Notable service in bringing Scouting and other youth ministries, to more Catholic youth.
- e) Assist parishes and organizations recruiting leaders for Scouting and/or other Catholic youth ministries.
- f) Inaugurated many service projects for the parish, Church, and/or charitable organizations.
- g) Other notable contributions to the betterment of parish, Church, society, and family.

The award background does not stipulate minimum years of service within Catholic Youth Ministries, and/or a Scouting program. Rather the award nominee should be selected based on consideration of the type and level of work accomplished and the nominee's dedication.

Nomination for an adult recognition is not to be considered an automatic grant of any given award. It is the role of the Selection Committee to determine the eligibility of each nominee and make selections based upon the criteria set forth for the recognition. After the selection board agrees on the candidates to award, the selections are then subject to final approval by the Archdiocese of Santa Fe CCOS Chaplain and local Ordinary.

If a nominee is not selected for granting the award each year their nomination form shall be retained and automatically re-submitted for consideration the following year only. Subsequent non-selection will result in the candidate having to be formally re-nominated on a separate newly submitted form.