Librarian of the Year Application Guidelines

Online submission is required at vaasl.org/school-librarian-of-the-year-award. File submission includes uploading a completed copy of the application and supporting documents. Applicants must be current VAASL members.

Submission Deadline: January 31st, 11:59 PM

What is the Librarian of the Year Award?

This award recognizes outstanding Virginia school librarians. Applicants from each of the seven VAASL regions will be evaluated by a committee. A regional winner may be selected and announced at the spring conference. Each of the regional winners will have their applications evaluated by a panel that will choose the final statewide Librarian of the Year winner.

Application Components

Librarian Information

- Librarian Name
- VAASL Region
- School Division
- School Name
- School Address

- Work Phone
- Email
- Home Phone
- College University where school librarianship coursework was completed

Experience

Include basic resume information related to work experience.

Professional Activities

Include a list of related professional activities and experiences.

Three Letters of Support

Include one letter from an administrator, and two additional of the applicant's choosing such as coworkers, a school parent, or a student.

Narrative

What do you specifically do to promote your role as a school librarian? Address the five responsibilities of a school librarian (Teacher, Instructional Partner, Leader, Information Specialist, Program Administrator).

The narrative should be no more than 3 pages long with 1-inch margins and a 12-point font.

Format Required

Download the Librarian of the Year Application. Use the framework for completing the application. Upload final copies as a PDF file. The application and supporting documents should be uploaded as one file. These can be exported from most word-processing software.

Rubric

Bulleted items listed are suggestions are not required. Look for evidence of these indicators or things like them in the documents submitted.	1 not evident	2 occasionally evident	3 clearly evident
Takes part in cooperative program planning and teaching. Demonstrators **may** include: ● integrates library skills into curriculum ● develops units of study with classroom teachers ● uses library web page as an instructional tool ● creates tools to assess students' ability to access, evaluate, and/or use information effectively			
Partners and promotes library services within the community (school or larger community). Demonstrators may include: ● sponsors school book club/s ● serves local public library in professional capacity ● submits articles or letters to local newspaper ● works with school's parent-teacher organization to achieve library program's goals ● conducts summer library program			
Assumes roles in professional leadership (national organizations, VAASL, Division, School, other). Demonstrators **may** include: ● serves on school or division committees, ● volunteers as support staff at conferences, ● serves as VAASL officer at state or regional level			
Provides in-service or staff development opportunities. Demonstrators **may** include: ● presents at school or division-wide meetings, ● presents at national, regional or state conferences, ● teaches at the college or university level, ● publishes in a professional journal/newsletter ● leads or attends school or division-wide book discussion			

Continues learning via coursework and/or training opportunities. Demonstrators **may** include: ● is enrolled in a course ● attends a conference ● takes online training ● subscribes to and regularly reads professional publications			
TOTAL POINTS			