



Fire Chief of the Year Award

All nominations must be submitted by November 15

FIRE CHIEF OF THE YEAR POLICY

INTRODUCTION

These awards acknowledge the importance of recognizing chiefs and officers of the fire service in Mississippi. This program was conceived to recognize truly outstanding fire chiefs whose actions and leadership in their profession, home, community and country, serve as an example and challenge for all other chief fire executives and officers throughout Mississippi.

PROGRAM

The Mississippi Fire Chief of the Year Awards will be presented during the Mid-Winter Fire Chief Conference. Each district will nominate a Fire Chief of the year, based on the award criteria below. The District Award recipients will be forwarded to the Fire Chief Executive Board, who will select a district fire chief of the year and overall Mississippi Fire Chief of the Year. The Fire Chief of the Year Awards will be presented annually during the Annual Mid-Winter Conference.

AWARD CRITERIA

Two awards will be presented annually:

1.) Career Fire Chief

2.) Combination/Volunteer Fire Chief

- A volunteer fire chief/ officer is defined as one who earns his or her principal livelihood by some means other than serving as a fire chief/ officer, even if the position carries some compensation.
- A career fire chief/officer is defined as one who earns his or her principal livelihood as a fire chief.
- In each category, the status of the fire department as a whole – paid, volunteer or combination – is not considered.
- Individuals who are eligible for nomination and selected as Fire Chief/ Officer of the Year are limited to active fire chiefs (organization head) of fire rescue agencies. Previous Fire Chief of the Year winners are not eligible for additional nomination.

- Selection criteria will emphasize leadership, innovation, professional development, integrity, service to the public and contributions to the fire service as a whole. Each nominee must be a member of the Fire Chief association.
- All of a nominee's fire service activities and accomplishments will be considered. A nominee's command role at a major emergency incident alone, while relevant, will not be enough to place that individual into contention for the award.

NOMINATING ORGANIZATIONS

Nominations for Career and Combination/Volunteer Chiefs may come from any organization in the Mississippi Region. All nominations must comply with criteria below.

NOMINATION PROCESS

Nomination Period

The nomination period shall open on September 1st and close on November 15th, annually. Nominations shall be accepted for the current calendar year only..

Nomination Deadline

Deadline for nomination packages must be received by November 15th, annually.

Nomination Format

Two steps to prepare the official nomination form:

1. Complete the official nomination form. Remember, this is a lifetime achievement award, not one specific incident.
2. Obtain a cover letter on the organization's letterhead, signed by the organization's chairperson, president or executive director, county or city manager describing in less than 1200 words the nominee's major accomplishments and why the candidate is being nominated.

Nomination Submittal

The nomination form and supporting documents comprise the entire documentation for a candidate's nomination. Neither the nominee nor anyone representing him or her is to contact any member(s) of the Executive Board or committee, once the nomination has been made and before the final selection has been made. Any violations of this will subject the nominee to disqualification. To complete a nomination for MFCA Fire Chief of the Year, you must complete the Official Online Nomination Form Below. The completed application packet must be submitted by November 15th of the nomination year to:

**Mississippi Fire Chiefs Association
6455 Wirtz Rd
Flowood MS 39232**

Or email to: info@msfirechiefs.org

Fire Officer of the Year Award

Nomination Cover Page

(Please submit with nomination material)

Date: _____

Nomination Category

Career: _____ (includes full-time employment in a combination department)

Volunteer: _____

Nominee: _____

Fire Department: _____

Address: _____

City/State/Zip: _____

Telephone: _____ Email: _____

Person submitting the nomination:

Name: _____ Signature: _____

Organization: _____

Address: _____

City/State/Zip: _____

Telephone: _____ Email: _____

Please use the outline below to categorize the nominees experience and accomplishments when submitting nomination information:

- I. Fire Service Experience** – List the nominee’s Fire Service experience including length of service, departments in which he/she has served, and positions held. Emphasis should be given on the time the individual has served as chief.
- II. Education** – Provide a summary of the nominee’s formal education and Fire Service training/education achievements.
- III. Professional Development** – Provide a narrative describing examples of the individual’s professional development, professional contributions, and association memberships.
- IV. Community Involvement** – Describe the individual’s contributions to his/her local community.
- V. Fire Service Involvement/Contributions** – Describe the individual’s contributions to the fire service community.
- VI. Character** – Confirm that the individual is free of characteristics that would discredit the MFCA and the fire service such as having a criminal history. If there is a criminal history, please explain.

The Fire Chief of the Year Award will be presented at the Mid-Winter Chief Conference. The MFCA will coordinate with the host department for the award presentation.

All nominations must be typed or legibly had written and postmarked by November 15th to:

**Mississippi Fire Chiefs Association
6455 Wirtz Rd
Flowood MS 39232**

Or email to: info@msfirechiefs.org