

OSLA Administrator of the Year Award

Description

The OSLA Administrator of the Year Award honours a school administrator who has brought their influence to bear on the development of effective school library information centres and of school library program both in a school board and among their peers.

Criteria/Eligibility

- The nominee must be in an administrative position (director, superintendent, principal) for the library or libraries over which they have some influence at the time they are nominated.
- The nominee is not required to be a member of OLA/OSLA
- The selection of the nominee will be based on the following criteria:
 - Demonstrated leadership in the development of effective school library learning commons programs.
 - A strong advocate of the role of the school library learning commons in the school setting.
 - A committed supporter of the central role of teacher-librarians in developing successful school library programs.

Nomination Procedure

- The nominator must be a member in good standing of OLA/OSLA
- The nomination form can be found on the OLA website on the awards information page.
- The nominator must provide evidence to support the nomination, potentially including but not limited to:
 - Endorsement by at least one OSLA member.
 - Nominators are responsible for documenting the accomplishments of the candidate and for creating a package of appropriate materials to support the nominee.
 - Letters of support from colleagues, teacher-librarians, coordinators, students, and parents are welcome.
 - Nominee's work history and significant positions in libraries.
- Nominations will be accepted between: September – November.
- The closing date for nominations in any given year is: 1 November.
- Once the winner has been chosen, the OSLA President will contact the successful nominator.
 - The OLA office will contact all unsuccessful nominators.
- Unless otherwise arranged, the OSLA President will also contact the successful nominee and request a photo for promotion purposes.
 - The OLA office will later connect with the nominator and the winner for award presentation logistics.

- If desired, nominators may be involved in the award presentation such as creating and/or writing the presentation speech. Please indicate your interest to do so in the nomination form.

Selection Process

- The selection committee consists of the OSLA Council.
- Eligible applications will be assessed according to the criteria as above and any supporting the documentation.
- OSLA Council will review all of the applications and assess candidates' eligibility.
- The Council will consider all potential candidates, including those nominated from the membership.
- Nominees who are not selected may be re-nominated in subsequent years with the submission of updated documentation.
- The presentation of the award is at the discretion of the OSLA Council and is not necessarily presented on an annual basis.

Award Presentation Information

- This award is presented at the OLA annual Super Conference at the end of the OSLA Annual General Meeting.
- The winner will be notified in advance of the award presentation.
- At the presentation, an introductory speech will be delivered outlining the achievements of the award winner.
- The recipient will prepare a short acceptance speech.
- Guests of award winners are welcome to attend the award presentation, however, must be a registered conference attendees or registered guests. All attendees must have a conference badge to be onsite.
- A description of the award winner's accomplishments is published in the Spring issue of Teaching Librarian and may be promoted through other association publications.