

**Outstanding Tutor Award
Call for Nominations
Middle East - North Africa Writing Centers Alliance (MENAWCA)**

MENAWCA seeks to recognize tutors who provide exemplary service to students, writing centers, and institutional communities. The aim of MENAWCA's Outstanding Tutor Award is to acknowledge and commend the contributions of secondary school students, undergraduate students, graduate students, staff, and faculty, whose primary responsibility is to tutor in a writing center at any level.

Criteria for nomination

MENAWCA's Outstanding Tutor Award will recognize innovative tutoring techniques, the quality of tutoring work, application of writing center tutoring philosophy, and contributions to the writing center beyond tutoring. Each center director may nominate one tutor from his or her center for the award per year.

Requirements for nomination package:

- A completed nomination form.
- A personal statement written by the tutor (max. 500 words). The statement should describe the tutor's tutoring/consulting philosophy and provide examples from sessions he/she has conducted at the writing center.
- A recommendation letter written by the director. The recommendation should speak to the ways in which the tutor fulfills the nomination criteria.

The nomination package should be submitted by email to menawcaboard@gmail.com.

Selection Committee and Award Recognition

The selection committee will be chaired by the MENAWCA Vice President. The President, in consultation with the Vice President, will appoint four members, one from each country or region, to serve on the committee. Committee members will be disallowed from nominating a tutor, and all nomination packets will undergo a blind review.

The winner will receive a plaque and a two-year MENAWCA membership at the biannual MENAWCA conference. Each nominee will receive a certificate acknowledging the nomination.

Timeline

Call for Nominations open	April 15, 2018
Nominations deadline	September 13, 2018
Nominees notified of the decision	September 29, 2018
Award Ceremony at MENAWCA 2018	November 8, 2018

**Outstanding Tutor Award
Nomination Form
Middle East - North Africa Writing Centers Alliance (MENAWCA)**

Name of nominee: _____

Classification of nominee:

- Secondary school student
- Undergraduate student
- Graduate student
- University staff member
- Faculty/Instructor
- Other, please identify: _____

Please describe the nominee's job duties:

Contact information for nominee:

- Email _____
- Phone number _____
- Address _____

Contact information for writing center director:

- Email _____
- Phone number _____
- Address _____