



## 2025 Nomination Checklist

### Membership Criteria for Practitioner/Professional and Educator with Weighted Values

Use this checklist to assess your nominee’s background to ensure they meet the membership criteria.  
Each criterion is scored on a scale of 1 (minimum) to 5 (maximum) and each has a weighted value.

	Practitioner/Professional Fellow		Educator Fellow	
Nominee’s Status (Yes/No)	Criteria	Weighted Value	Criteria	Weighted Value
	<p><u>Minimum Requirement:</u> Served in a high level of administration in a park, recreation, or conservation agency or agencies for not less than 15 years as of January 1 of the year nominated.</p> <p>Nominee must have significant experience and oversight in a majority of the following areas: parks, recreation, conservation, personnel, training, finance, budgeting, planning, capital improvements and/or marketing.</p>	No Weight	<p><u>Minimum Requirement:</u> Served in higher education for not less than 15 years as of January 1 of the year nominated.</p> <p>Nominee must have served as a park, recreation, conservation, tourism, sport management or related field educator OR has served as an educator and has also has experience in a high-level administrative position(s) related to parks, recreation, conservation, tourism, and/or related professions for a combined period of not less than fifteen (15) years as of January 1 of the year nominated. Should have attained the rank of full Professor or equivalent.</p>	No Weight

	Practitioner/Professional Fellow		Educator Fellow	
Nominee's Status (Yes/No)	Criteria	Weighted Value	Criteria	Weighted Value
	Professional Experience - defined as career path, years of service, and positions held: Nominee has made contribution(s) of significance to the communities they serve/have served such as construction of major facilities, passage of major initiative, bringing diverse community groups together, develop programs for diverse segments of the community, proven record of collaboration, and stewardship of natural resources.	25	Professional Experience - defined as career path, years of service, and positions held: Nominee may presently hold a faculty or administrative position at a university in a parks, recreation, conservation, tourism, sports management or related field program; OR has had experience in a high-level administrative position(s) related to parks, recreation, tourism, and/or related professions.	25
	Education: Nominee holds, at a minimum, a Bachelor of Science (BS) or Bachelor of Arts (BA) degree.	10	Education: Nominee holds, at minimum, a master's degree (e.g., MS, MA, MPRTM, MBA), the minimum requirement for teaching at a 2- or 4-year college or university and has significant study of parks, recreation, conservation, tourism, sports management, or related field.	5
	Professional Certifications: Achievement(s) of professional certifications such as CPRE, CPRP, CTRS, ASLA, AICP, CPSI, or others.	5	Professional Certifications: Achievement(s) of professional certifications that are expected of individuals who have their role, authority, and responsibility.	5
	Justice, Equity, Diversity & Inclusion (JEDI) Efforts: Nominee demonstrates a commitment to justice, equity, diversity and inclusion through their efforts in their agency, community and the profession.  NOTE: Nominee must read and agree to the Academy's Justice, Equity, Diversity & Inclusion <a href="#">pledge</a> before starting their nomination form.	10	Justice, Equity, Diversity & Inclusion (JEDI) Efforts: Nominee demonstrates a commitment to justice, equity, diversity, and inclusion through their efforts at respective college/university and the profession.  NOTE: Nominee must read and agree to the Academy's Justice, Equity, Diversity & Inclusion <a href="#">pledge</a> before starting their nomination form.	10
	Professional Leadership and Involvement: Nominee demonstrates leadership in professional local, state, regional, national, or international organizations/associations and display a broad interest and reflective nature interpreting experiences to others.	20	Professional Leadership and Involvement: Nominee demonstrates leadership in professional local, state, regional, national and/or international organizations/associations and display a broad commitment to interpreting ideas, knowledge, and innovation to others.	15

	<p>Publications and Major Presentations:  Nominee demonstrates sharing of their experiences, expertise and knowledge through publications and/or presentations that benefit all members of the profession.</p>	10	<p>Publications and Major Presentations:  Nominee demonstrates continuous peer reviewed scholarship that has a positive impact on the knowledge base of the discipline. Evidence will include an evaluation of type, quality, and number of presentations and publications including breadth of impact. Productivity indices, such as Hirsch’s “H index” and the i10 index should be a prominent consideration.</p>	20
	<p>Honors and Awards:  Formally recognized for excellence and/or innovation through honors or awards from professional organizations or associations that specifically pertain to contributions to the parks, recreation, conservation, tourism, sports management and related field profession. Both individual and agency awards may be included.</p>	5	<p>Honors and Awards:  Formally recognized for excellence and/or innovation through honors or awards from professional organizations or associations that specifically pertain to parks, recreation, conservation, tourism, sports management and related field and/or from the college/university in which they are employed.</p>	5
	<p>Nominee’s Statement:  Nominee asked to respond to “why are you seeking Academy membership and how will you contribute to the advancement of the Academy’s goals and objectives?”   Nominee is encouraged to review the Academy’s website for the bylaws, programs, awards, committees, and task forces.</p>	10	<p>Nominee’s Statement:  Nominee asked to respond to “why are you seeking Academy membership and how will you contribute to the advancement of the Academy’s goals and objectives?”   Nominee is encouraged to review the Academy’s website for the bylaws, programs, awards, committees, and task forces.</p>	10
	<p>Nominator’s Statement:  Nominator should share why you feel this individual will contribute to the goals and objectives of the Academy. This statement should not re-tell their background but rather provide insights into their professional attitude and impact.</p>	5	<p>Nominator’s Statement:  Nominator should share why you feel this individual will contribute to the goals and objectives of the Academy. This statement should not re-tell their background but rather provide insights into their professional attitude and impact.</p>	5
	<p>Two (2) support letters <u>must</u> be included with each nomination. One support letter must be from a current Academy member and one support letter may be from an executive director of a state association or president if that state does not have an executive director.</p>		<p>Two (2) support letters <u>must</u> be included with each nomination. One support letter must be from a current Academy member and one support letter may be from an executive director of a state association or president if that state does not have an executive director.</p>	