



Massachusetts Coalition for Adult Education

2009 AWARDS NOMINATION FORM

MCAE Working Conditions Committee Improving Working Conditions Award

CRITERIA

Because education programs operate within widely varying budgets and contexts, this award is based on improvement, not on a comparison of conditions across programs. The nominated program must have demonstrated, through its policies and procedures, improvement in working conditions in one or more of the following areas (see attached Standards for Quality Working Conditions for guidance):

- Functional work environment
- Compensation and benefits
- Job description and hours
- Program support and decision-making
- Opportunities for growth

NOMINEE INFORMATION

Program type (check one): LEA ___ Community College ___ CBO ___ Corrections ___ Other: _____
(please specify)

Primary services (check one): ABE ___ GED ___ ESOL ___ Other: _____
(please specify)

Program name: _____ Telephone: _____
(Work – Area code & Number)

Administrator: _____
(Person to contact)

Address: _____
(Street) (City) (State) (Zip)

Only teachers, counselors, and/or support staff can make nominations. Nominations must be seconded by another teacher, counselor or staff person within the program.

Please include a brief description of nominee's qualifications. Please do not exceed 200 words

Nominated by: _____ *Phone: _____
Area Code & Number

**Someone from the Awards Committee may call for additional information.*

The winner will receive a free 1-year subscription to The Change Agent, an adult education newspaper for social justice.

Return to: MCAE • 101 Tremont Street, Suite 812 • Boston, MA 02108
or send as an e-mail attachment to KTamarkin@mcae.net
DEADLINE: September 29, 2009