2015 New Faces of Engineering - Professional
Nomination Guide

This guide is designed to assist you in completing your online nomination form. It provides program requirements and includes all of the nomination form questions.

1. Prepare Your Nomination Form

• The online form cannot save partially completed applications. We recommend that you create a text document to save your responses and copy/paste onto the online form when everything is ready.
• To complete your online nomination form and submit go to: http://discovere.org/our-programs/awards-and-recognition and select “Apply Now.” The online nomination form will launch on August 15.

2. Review the Requirements

• You must be a member of a participating professional society. See the complete list at “New Faces” at http://discovere.org/our-programs/awards-and-recognition
• You must be 30 years of age or younger as of December 31, 2014 to apply for the 2015 program.
• You must have a degree in engineering from an ABET accredited U.S. college or university, or from an equivalent international educational institution. Degrees in engineering technology, science, computer science, and similar disciplines do not qualify; a degree in computer engineering is acceptable.
• Nomination forms are due no later than midnight EST on Friday, October 17, 2014, unless otherwise noted by your society. Confirm your society’s deadline at: http://discovere.org/our-programs/awards-and-recognition
• Nomination forms must include two formal headshots (one in black & white and the other in color). Photos should be head and shoulder shots of high quality resolution suitable for publication (jpg, tif or eps and at least 300 DPI at 2"x3"). Business attire is recommended.
• Optional: One additional “action” photo that shows you on the job, in training, or in the classroom.
Nomination Form
Must be completed for each candidate.

3. Candidate’s Information

- Name (include any professional designations):
- Title and employer:
- Work Address (Street, City, State, Zip):
- Country:
- Work Phone:
- Email:
- Age as of December 31, 2014:

Candidates currently residing in the U.S.: Please self-select from the following categories. If you are not a U.S. resident, select N/A.

- American Indian or Alaska Native
- Asian/Pacific Islander
  - Asian Indian
  - Chinese
  - Filipino
  - Guamanian or Chamorro
  - Japanese
  - Korean
  - Native Hawaiian
  - Samoan
  - Vietnamese
  - Other Asian (Please Specify)
  - Other Pacific Islander (Please Specify)
- Black/African American
- Hispanic or Latino
  - Mexican, Mexican American, or Chicano
  - Puerto Rican
  - Cuban
  - Other Spanish, Hispanic or Latino (Please Specify)
- Multiracial
- Other Race (Please Specify)
- White/Caucasian
- Prefer not to share

This information is optional, yet requested to facilitate an internal diversity impact analysis of DiscoverE’s activities, will not be used for any other purpose, and will not impact your chances of being selected.
Candidates currently residing outside of the United States: Please select your region. If you are a U.S. resident, select N/A.

- Africa
- Asia
- Central America
- Eastern Europe
- European Union
- Middle East
- North America
- Oceania
- South America
- The Caribbean

Education:

- School(s) and location
- Degrees and majors
- Are you a P.E.?

Engineering Society: <Select from drop down list>

Membership Number:
<If your organization does not have membership numbers, put N/A>.

Do you have video footage available showing you on the job, in training, or in the classroom (either as a volunteer or a student)? If yes, please describe briefly and provide the link (e.g. YouTube or Vimeo). Your decision to include or exclude a link to a video will not impact your chances of being selected.

Professional/Technical Society Activities (please list):

4. Nomination statement

Provide a statement (200 words or less) supporting your nomination. Facts presented should include engineering achievements in design, research, development, or management during the last two to five years, and their importance. Please make an effort to tie at least one achievement to something the non-engineering community can appreciate. Please avoid acronyms.
5. **Questions:** Please respond to the following 3 questions in 100 words or less (each).
   
   1. What gets you excited about going to work every day?
   
   2. What (or who) inspired you to pursue engineering?
   
   3. How would you describe your job to a third-grader?

6. **Volunteer Work:** Provide responses to the following:
   
   1. List your recent volunteer activities.
   
   2. Why is it important to you to give back? (50 words or less)

7. **Language(s) Spoken and Fluency Level (Basic, Proficient, Fluent, Native):**

8. For publicity purposes, share your employer’s Public Relations contact and the names and addresses of two publications in your hometown.
9. **Read New Faces of Engineering responsibilities:**

If you are chosen to represent your society as one of the “2015 New Faces of Engineering” in the national print ad, you will be designated as an “Engineering Ambassador” and may be asked to participate in a variety of outreach or community events. These may include, but are not limited to: an email and/or online Q & A discussion forum with engineering undergraduates globally; participation either virtually or on site at a DiscoverE webinar; sponsored travel to an Engineers Week national event. Possible participation events for ambassadors may include Future City regional or national competitions; local or national Discover Engineering Family Days; the DiscoverE Global Marathon, etc.

We also recommend that you notify your employer’s Public Relations contact before you apply to ensure that you follow any company policies or guidelines on external recognition programs.

10. **Photos**

**Two Headshots:** Candidates must provide one electronic color photo and one black and white. Photos should be head and shoulder shots of high quality resolution suitable for publication (jpg, tif, or eps and at least 300 DPI at 2”x3”). *Business attire is recommended.*

**One “action” photo (optional):** An informal photo that shows you on the job, in training, or in the classroom (either as a volunteer or a student) is preferred. Please provide a brief description of your photo. If it’s a group photo, please be sure to describe who you are.

**Please include your full name, photo type and format in your file name. For example:**

Color headshot: <last name><first name>.color.jpg

Black and white headshot: <last name><first name>black.jpg

Action shot: <last name><first name>.action.jpg

**Photograph Consent & E-Signature**

I, the undersigned, grant my consent and permission to publish my photograph and use my name solely for purposes of advertising, publicizing, and promoting New Faces of Engineering, a recognition program of DiscoverE.

I hereby release and agree to hold harmless DiscoverE from any liability, and invasion of any right of privacy or publicity, arising out of the use of my name and photograph.

I acknowledge that I have read and understand this Consent and Release prior to signing it. I certify and warrant that I am of legal age and have the full power, right, and authority to enter into this consent and release.
11. Nominator’s Information

*If you are self-nominating, you can leave this blank.*

**Name:**

**Title and employer:**

**Work Address (Street, City, State, Zip):**

**Country:**

**Work Phone:**

**Email:**

12. Additional contacts

Who else should be notified if you are selected?

(Please provide name, title, phone and email)