

**AJFCA 40<sup>th</sup> Annual Conference**  
**April 22-24, 2012**  
**The Houston Intercontinental Hotel**  
**Houston, TX**

**2012 AJFCA DISTINGUISHED SERVICE AWARD**  
(The deadline for submissions is February 17, 2012)

The Association of Jewish Family and Children's Agencies wishes to honor member agency CEO's/ED's who have worked for more than 20 years in the Jewish Communal Service field with a Distinguished Service Award at this year's Annual Conference in Houston. We can only honor individuals attending the Annual Conference and who have not previously received this award. The Conference program booklet will include brief biographies and photos of the honorees. Honorees will receive a beautiful award. Nomination guidelines are listed below.

**Nomination Guidelines**

All agencies who would like to honor their CEO's/ED's with an AJFCA Distinguished Service Award should please send an email to Megan Manelli, AJFCA Manager of Membership Services & Communications at [mmanelli@ajfca.org](mailto:mmanelli@ajfca.org) containing the following information:

- ❖ CEO's/ED's full name and title
- ❖ CEO's/ED's contact information, including address, telephone number and email address
- ❖ Full name of the agency
- ❖ Name, title and contact information of the person submitting the nomination
- ❖ Please attach a biography of the CEO/ED approximately 300 words in length. Please include the CEO's/ED's educational background and please ensure that the 20 years of Jewish Communal service is clearly spelled out in the biography.
- ❖ Please attach a jpeg picture of the CEO/ED
- ❖ Please indicate whether this award will be a surprise for the CEO/ED

**All nominations must be submitted by email to Megan Manelli no later than  
February 17, 2012.**