



Guidelines for Nominators

Maritime Museum of British Columbia SS Beaver Medal

Thank you for wanting to nominate a candidate for the prestigious Beaver Medal. You are the candidate's best—and perhaps only—ambassador. While your candidate may well be known to those judging the nominations for the Beaver Medal, it is *you* who establishes their focus and selection priorities. *How* your nomination looks and reads can be as persuasive as *what* it says.

Members of the selection committee come from a variety of marine perspectives and professional experience, but may not necessarily be experts in your candidate's field. Be sure to write with this broad readership in mind.

The following observations are intended to assist you to place your candidate in the best light.

1. Be sure to familiarize yourself with the terms of reference for the Beaver Medal, and to relate your candidate's achievements to the terms of the award.
2. Make sure that all the boxes on the nomination have been filed in.
3. Explain the context of your candidate's achievements (i.e., marine technology, navigation and exploration, historical research, publications, etc.). Tell us how he or she fits into the scheme of things. For example, instead of saying that your candidate "has been involved in" a certain line of endeavour, explain what that involvement actually was.
4. If you so wish, feel free to include some published information on your candidate, but do not make it your *sole* statement in support of your nomination. *Your* evaluation is important.
5. Avoid the use of acronyms as far as possible. Telling us, for example, that your candidate was "2ic of DND's ABC project before moving to BFC," or that s/he "developed AIO for BC," may well be facts. But the statements obscure the nature and significance of the work.
6. Be precise in your evaluation. "She is a great gal, who has invented some interesting maritime technology" certainly communicates your appreciation of your candidate's achievements. But the insight doesn't really explain what she has done to merit the award.

7. If at all possible summarize in a couple of lines your candidate's qualification for the award. Please do so in a statement that could be used as a citation (i.e., "...has made major contributions to the fields of..... by inventing/developing/conducting...")
8. Oh yes: be sure to send us the *final copy*, and not (as has inadvertently happened) your working draft.

Thank you once again for helping the Beaver Award Committee honour and celebrate those who have achieved so much.