

**2026 NEA ESP of the Year**

**Nominee Template**

**Important:**

* This Microsoft Word fillable form can be used to collect the nominee's **Personal Information, Worksite/Career Information, Personal Statement,** and **Resume Questionnaire** responses. It reflects what is asked in the nomination form for these sections.
* Nominees should click the appropriate check box or click/tap in the text fields to enter text (they can type directly into or copy and paste text).
* Once the nominee completes the template, the POC will copy and paste (or type) the responses into the form on their behalf.
* The *2026 NEA ESP of the Year Overview and Requirements,* and other award materials are available at [www.nea.org/espoty-nomination](http://www.nea.org/espoty-nomination).
* Questions? Contact Jennie Young at [jyoung@nea.org](mailto:jyoung@nea.org).

*\* Required fields in the online nomination form*

**Nominee Personal Information**

\* Legal First Name

*Legal first name as it appears on your driver's license, birth certificate, etc.*

Click or tap here to enter text.

\* Legal Last Name

*Legal last name as it appears on your driver’s license, birth certificate, etc.*

Click or tap here to enter text.

\* Preferred/Chosen Name

*The first name by which you would like to be referred.*

Click or tap here to enter text.

\* How would you like your first and last name to appear on your certificate and other digital and printed promotional materials (e.g., ESPOTY webpage, ESP Conference slideshow, signage, and program)?

Click or tap here to enter text.

\*Home Street Address

Click or tap here to enter text.

\*Home City

Click or tap here to enter text.

\*Home State

*Please list your two-letter state abbreviation (e.g., AK, ID, AR).*

Click or tap here to enter text.

\*Home Zip Code

Click or tap here to enter text.

Non-P.O. Box Address (if applicable)

*If you provided a P.O. Box address above, please provide an address where you can receive UPS packages.*

Click or tap here to enter text.

\*Primary E-mail Address

Click or tap here to enter text.

\*Primary Phone Number

Click or tap here to enter text.

Work Phone Number (optional)

Click or tap here to enter text.

\*Age range (Select one.)

18-25

26-35

36-45

46-60

61+

Prefer not to say

\*Race/Ethnicity (Select one.)

Asian and Pacific Islander

Native American/Alaska Native

Latin(o/a/x), Hispanic, and Chican(o/a/x)

Black or African American

Multiracial

MENA (Middle East and North Africa)

White

Other

Prefer not to say

\*Gender Identity (Select one.)

Man

Woman

Transman

Transwoman

Non-binary

Agender

Two-Spirit

Prefer not to say

\*Pronouns (Select one.)

She/Her

He/Him

They/Them

Shey/They

He/They

Ze/Zim

What are your social media handles (e.g., Facebook, Instagram, TikTok)? Enter N/A if you do not use social media.

Click or tap here to enter text.

**Nominee Worksite/Career Information**

\*10-Digit NEA Member ID (This can be found on the address label of your NEA Today magazine, by calling your State Affiliate, or by emailing jyoung@nea.org.)

Click or tap here to enter text.

\*Number of Years as an NEA Member (The minimum requirement is at least three (3) years as of 12/31/25.)

Click or tap here to enter text.

\*Local Affiliate (No abbreviations, please.)

Click or tap here to enter text.

\*Local President (If you are the Local President, please note that here.)

Click or tap here to enter text.

\*UniServ Director (This is your staff representative. They may have the title Organizational Specialist, Labor Relations Specialist, Field Rep, or something else. If unsure, please check with your Local President or State Affiliate.)

Click or tap here to enter text.

\*Employment Status (Retired members are not eligible for the award.)

Active

Retired

\*Job Title

Click or tap here to enter text.

\* How would you like your job title to appear in digital and printed promotional materials (e.g., ESPOTY webpage, ESP Conference slideshow, signage, and program)?

Click or tap here to enter text.

\*NEA ESP Career Family (Check all that apply.)

*Visit* [*nea.org/esp*](https://www.nea.org/about-nea/our-members/education-support-professionals) *for career family descriptions.*

Clerical Services

Custodial/Maintenance

Food Services

Health/Student Services

Paraeducators

Security Services

Skilled Trades

Technical Services

Transportation Services

\*Career Experience (Select one.)

Early Career Educator (0-5 years)

Mid-Career Educator (6-10 years)

Veteran Educator (11+ years)

Prefer not to say

\*Worksite Level (Check all that apply.)

Pre-K

Elementary

Middle or Junior High School

High School

Central Office/Districtwide

Post-Secondary/Higher Education

\*School/Worksite (No abbreviations, please.)

Click or tap here to enter text.

\*School District/University (No abbreviations, please.)

Click or tap here to enter text.

\*School/Worksite City

Click or tap here to enter text.

\*Worksite State

*Please type your spelled-out worksite state (e.g., Alaska, Idaho, Arkansas).*

Click or tap here to enter text.

\*School Community Type (Select one.)

Urban

Suburban

Rural

\* Is your school a Title I school? Select N/A if you work in multiple schools, if your primary worksite is not a school, or if you work in a post-secondary/higher education institution.

Yes

No

N/A

**PERSONAL STATEMENT**

Nominees must demonstrate how they have met or exceeded the four criterion areas in the Personal Statement by providing specific examples of achievement and impact. Nominees may respond with up to **4,000 characters (including spaces) per criterion area**.

The following three questions will be applied to each of the criterion during scoring:

1. What is the **degree of impact?** (Was the impact transactional or transformational? Were systems changed? What was the breadth and/or depth of impact?)
2. How did the actions advance **racial and social justice** in education? (Did the actions address issues of inequity? If yes, how? How were the actions inclusive and/or responsive to marginalized communities?)
3. To what degree did the nominee **collaborate or partner**with others? (e.g., individuals, organizations, etc.?)

**Note:** Long answer text fields in this template will not flag if responses exceed **4,000-characters (including spaces)**. Nominees are encouraged to type their responses for these sections in a blank Word document first, check the number of characters (including spaces), and then copy and paste them into this template.

**Character Count Tools:** In Microsoft Word, you can use the built-in word count feature. Word's status bar displays the word count by default, but you can click it to reveal character counts (with and without spaces) and other statistics. Online tools like [WordCounter.net](https://wordcounter.net/character-count), [CharacterCounter.COM](https://charactercounter.com/), and [QuillBot](https://quillbot.com/character-counter) offer real-time character counting and can be helpful for specific character limit requirements.

**\* Impact on students.** 4,000-character (including spaces) maximum.

Describe specific actions you have taken and how those actions positively impacted student learning, social-emotional well-being, health and/or safety.

Click or tap here to enter text.

**\* Impact on families and the community.**4,000-character (including spaces) maximum.

Describe specific actions you have taken and how those actions have positively impacted families and/or the local community. Click or tap here to enter text.

**\* Union engagement and activism, with a focus on ESP workforce issues.**4,000-character (including spaces) maximum.

Describe how your engagement and activism with the local or state union/association have positively impacted ESPs' professional stature (e.g., importance and reputation), stability (e.g., wages, benefits, and job security), and/or effectiveness (e.g., professional practice). Click or tap here to enter text.

**\* Impact on colleagues.**4,000-character (including spaces) maximum.

Describe specific actions you have taken and how those actions have positively impacted colleagues at your school campus, school district, or worksite.

Click or tap here to enter text.

**RESUME QUESTIONNAIRE**

Nominees will further demonstrate their accomplishments and impact related to the award criteria through the Resume Questionnaire. Nominees can respond in bullets or paragraphs with **up to 4,000 characters (including spaces) per criterion area**.

**Note:** Long answer text fields in this template will not flag if responses exceed **4,000-characters (including spaces)**. Nominees are encouraged to type their responses for these sections in a blank Word document first, check the number of characters (including spaces), and then copy and paste them into this template.

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**Professional/Work Experience**

***\**** Please list your CURRENT worksite position/job/career and describe a typical day at work. 4,000-character (including spaces) maximum.

Click or tap here to enter text.

*\** Please list any worksite positions/jobs/careers you have HELD IN THE PAST. 4,000-character (including spaces) maximum.

Click or tap here to enter text.

**Additional School/District Roles and Appointments**

*\** Please list any additional school or district roles or appointments (e.g., committee, team, or workgroup roles; student athletic/academic/other club positions; coaching positions, etc.) you CURRENTLY HAVE. 4,000-character (including spaces) maximum.

Click or tap here to enter text.

*\** Please list any additional school or district roles or appointments (e.g., committee, team, or workgroup roles; student athletic/academic/other club positions; coaching positions, etc.) you have HELD IN THE PAST. 4,000-character (including spaces) maximum.

Click or tap here to enter text.

**Education/Training/Certificates**

***\**** Please list your education, any training/courses you have completed, and any certificates, licenses, certifications, etc., you have received. 4,000-character (including spaces) maximum.

Click or tap here to enter text.

**External Organizations/Stakeholder Positions**

***\**** Please list any positions with external organizations, community, or other stakeholder groups you CURRENTLY HAVE. 4,000-character (including spaces) maximum.

Click or tap here to enter text.

***\**** Please list any positions with external organizations, community, or other stakeholder groups you have HELD IN THE PAST.4,000-character (including spaces) maximum.

Click or tap here to enter text.

**Achievements/Honors/Awards**

***\**** Please list any achievements, honors, or awards you have received, including the name of the achievement/honor/award and the year received. 4,000-character (including spaces) maximum.

Click or tap here to enter text.

**Local and State Affiliate Positions and Appointments**

*\** Please list any local and/or state affiliate positions, roles, or appointments you CURRENTLY HAVE. 4,000-character (including spaces) maximum.

Click or tap here to enter text.

*\** Please list any local and/or state affiliate positions, roles, or appointments you have HELD IN THE PAST. 4,000-character (including spaces) maximum.

Click or tap here to enter text.