

DISTINGUISHED ACHIEVEMENT AWARD CHAIRMAN

Old DIANA Award was established in 1969

This chairmanship may be combined with the Youth Award Chairman.

Be sure to read the **General Procedures** section of these Guidelines. It contains important information pertaining to all Board positions.

Voting member of: General Board

Primary Duties:

1. To inform the membership of the Distinguished Achievement Award and to encourage Chapters and/or Districts to nominate possible recipients.

The purpose of this award is to recognize and honor those outside of ESA for their service to others. It is also a way for ESA Chapters to promote ESA and be recognized in the community.

1. Review the files from the previous Chairman
2. Submit an article to the Grapevine to remind Chapters they can honor individuals at any state meeting by notifying the State President and you.
3. The chapter must submit a brief explanation of why this individual is deserving of the honor And which meeting they wish to honor them. You and the State President will confirm availability at that meeting. You must notify the Awards Chairman the need for a certificate.
4. **If a chapter or District wants to submit the individual to IC for consideration, they must follow the IC rules. You can find the information on the IC website www.epsilonsigmaalpha.org (Member services>chapter/council management>international forms>Distinguished Achievement Award) or contact Headquarters and request the information.**
5. Prepare your files for turnover to the new chairman.

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