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Canadian Association of Neuroscience Nurses
Association canadienne des infirmières
et infirmiers en neurosciences



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TERMS OF REFERENCE

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**GUIDELINES FOR THE PAULINE WELDON SPIRIT OF CANADIAN
ASSOCIATION OF NEUROSCIENCE NURSING AWARD**

Pauline Weldon was a lifetime member of Canadian Association of Neuroscience Nursing (CANN) holding many Board of Directors positions and she held certifications in neuroscience nursing, MS nursing, and research nursing. Pauline was an active volunteer and a mentor to many. The Pauline Weldon Spirit of CANN Award will be presented to a CANN member(s)/honorary/associate member(s) who demonstrates exceptional disposition and spirit in the areas of advocacy, teamwork, volunteerism and passion for neuroscience nursing, over the course of their nursing career.

ELIGIBILITY

1. The member(s) is/are a general/honorary/associate member of the CANN in good standing and has been a member for 10 years, demonstrating dedication, commitment and activity to the practice of Neuroscience nursing and CANN.
2. The member(s)/honorary/associate member(s) is nominated by a minimum of 3 member(s)/honorary/associate member(s) in good standing, each providing a letter of support highlighting exceptional service to CANN and neuroscience nursing practice.
3. The nomination of the member(s)/honorary/associate member(s) is submitted to the CANN Executive with letters of support by January 1st of each calendar year. The letters speak to the individual/s's expertise and experience.
4. The member(s)/honorary/associate member(s) consents to being nominated for the Award and is prepared to receive the Award in person. The award will be presented at the CANN Annual Meeting.
5. The award may not be presented to the same member(s)/honorary/associate member(s) more than once.
6. The member(s)/honorary/associate member(s) are not be the recipient of any other CANN awards in the same given year.
7. The member(s)/honorary/associate member(s) must indicate if they have received any awards from CANN in the past 2 years. The type of award and date it was received will be provided to the Executive.



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I. CRITERIA

1. The member(s)/honorary/associate member(s) has practiced neuroscience nursing and has been a member of CANN for at least 10 years in total.
2. The member(s)/honorary/associate member(s) must have demonstrated outstanding enthusiasm, dedication, initiative, motivation, positive attitude, volunteerism and advocacy to those they support and with whom they interact. Examples of these activities are to be included in the letters of support.
3. The member(s)/honorary/associate member(s) demonstrate(s) comprehensive knowledge of neuroscience nursing, which may include a key area of focus or sub-specialty.
4. The member(s)/honorary/associate member(s) is/are or has/have been involved in mentorship activities.
5. CANN members excluded from being nominated during a given year, include sitting Directors of the Board, current Chapter Councillors and previous Pauline Weldon Spirit of CANN Award winners.

II. SELECTION & PROCESS

1. The Awards Committee for the Pauline Weldon Award will consist of the Executive of CANN. Applications to be submitted to the VP/Secretary of CANN.
2. CANN Executive will purchase a plaque(s) for the award.
3. A call for nominations will be announced by Chapter Councillors to Chapter members each September.
4. Chapter Councillors will forward nominations and letters of support to the Awards Committee Chair by January 1st of each calendar year.
5. The Awards Committee reserves the right to withhold the award if no nominations meet the criteria.

III. PRESENTATION

The Pauline Weldon Spirit of CANN Award will be presented by the President of CANN at the Annual General Meeting and Scientific Sessions in June of each year.

IV. PUBLICATION

Announcement of the Pauline Weldon Spirit of CANN Award will be published in the *Canadian Journal of Neuroscience Nursing* following the Annual General Meeting when awarded.



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THE PAULINE WELDON SPIRIT OF CANN AWARD NOMINATION FORM

The Pauline Weldon Spirit of CANN Award is presented to the member(s)/honorary/associate member(s) in good standing who demonstrates exceptional disposition and spirit in the areas of nursing research, advocacy, inspiration, teamwork and passion for neuroscience nursing. Please append letters of support, member curriculum vitae, publications, etc. in support of this nomination.

I. CHAPTER:

II. NAME OF NOMINEE(S) (include credentials):

III. NAME OF NOMINATOR(S) including credentials, positions, and affiliations:

IV. MEMBER BACKGROUND:

a. How many years has the nominee(s) been in neuroscience nursing?

b. How many years has the nominee(s) been a CANN member?

c. If the nominee(s) has held any CANN Board of Directors positions, please list:



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V. AWARDS CRITERIA: DESCRIBE THIS NOMINEE(S)'S VOLUNTEER ACTIVITIES (activities outside duties of employment)

VI. AWARDS CRITERIA: DESCRIBE THIS NOMINEE(S)'S MENTORSHIP ACTIVITIES

VII. IN ADDITION TO THE ABOVE, DESCRIBE OTHER WAYS THIS NOMINEE(S) MEETS THE AWARD CRITERIA (be specific, give examples with dates. Attach CV if desired)



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VIII. WHAT SETS THIS NOMINEE(S) APART FROM OTHER MEMBERS?:

IX. ADDITIONAL COMMENTS:

Date completed: _____

Date received by Councillor: _____

Date submitted to the Awards Committee: _____