



*Mission: As Minnesota Nursing Administrators in long term care, it is our mission to promote leadership excellence through education, networking, mentoring and advocacy for the benefit of our members and the people in the communities we serve.*

June 30, 2022

Dear Administrators:

Thank you for supporting your Director of Nursing through membership in the Minnesota Directors of Nursing Administration/Long-Term Care (MN-DONA). We would like to provide you the opportunity to nominate your DON for our Nursing Director of the Year Award. We would appreciate you taking the time to forward this to all your Clinical Managers, Social Workers and Nursing Staff.

The purpose of this award is to recognize leaders within MN-DONA, who promote excellence, inspire new DONs and honor the profession. There will be a separate award for Assisted Living Clinical Directors at the Spring Conference.

Your nomination is a great opportunity to honor your DON. All nominees are recognized in the presence of hundreds of their peers from around the state at our annual Fall Conference held at Breezy Point Resort on October 5-7, 2022. It is our hope that the winner of this award will be in attendance at the Fall Conference to allow us to surprise them with their award. And, we invite the winner's co-workers and family to join us when we announce the winner!

Nominations for the Nursing Director of the Year Award are reviewed by the MN-DONA Board of Directors and scored based on the eligibility requirements and how you respond to the award criteria questions.

In addition to your nomination letter, we ask for at least one and no more than three letters of support from staff, resident families, colleagues, etc.

You will be notified if your nominee has been chosen to receive the Nursing Director of the Year Award.

Award nominations may be submitted by email to:

Sarah Berkner

[sarah@bestmeetings.com](mailto:sarah@bestmeetings.com)

952-858-8875/1-800-958-8875

Award nominations must be received by **August 15, 2022**. Late entries will not be accepted. See the award eligibility and criteria on the other side of this letter.

Sincerely

*Kristine Rogers*

Kristine Rogers

MN-DONA President

[krogers@lyngblomsten.org](mailto:krogers@lyngblomsten.org)



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## **2022 MN-DONA Nursing Director of the Year Award**

### **Core Eligibility Requirements**

- MN-DONA member
- Employed as an ADON or DON for a combined total of 3 years over the course of their career.

### **Award Criteria**

Please respond to each of the criteria questions:

- What makes the DON of your facility stand out?
- How does your DON foster growth and development of self and staff to enhance LTC?
- Share examples of leadership advancing the mission and goals of your organization.

### **Tips for Writing a Successful Award Nomination**

- Read the eligibility and criteria for the award carefully and address the specific questions in your nomination letter.
- The nomination will be judged based on clear and complete content that directly addresses the award criteria. The best nominations are simple, to the point, and contain facts and concrete examples that illustrate why the nominee should receive the award. The supporting letters should also address the award criteria.