

# MINING & EXPLORATION DIVISION

## OUTSTANDING YOUNG PROFESSIONAL AWARD

### Guidelines and Procedures

#### OVERVIEW AND ELIGIBILITY

The Mining & Exploration Division Outstanding Young Professional Award, established in 1996, recognizes the meritorious accomplishments of a young individual working in the mining and exploration industry (including related academic and governmental careers).

Eligibility requirements for the award are as follows:

1. The nominee must hold a bachelor's degree.
2. The nominee must be 35 years of age or less at time award is to be presented.
3. The nominee must be an SME member in good standing.
4. The nominee must have made a significant contribution to the minerals industry in one or more of the following areas: mining, exploration, operations, research, academia, design or engineering/construction.
5. The nominee must be willing to accept the award in person at the annual meeting.

#### TIMELINE

The Mining & Exploration Division Outstanding Young Professional Award typically adheres to the following timeline:

Date	Task
<b>April 1</b>	Call for nominations
<b>June 1</b>	Nomination deadline
<b>June 30</b>	Committee chair provides qualified applications to members of committee
<b>July 15</b>	First round of voting complete; committee chair schedules conference call to discuss results (if needed)
<b>July 25</b>	Second round of voting complete (if needed)
<b>August 1</b>	Recipient name and citation provided to awards coordinator
<b>September 15</b>	Recipient is notified
<b>SME Annual Conference &amp; Expo</b>	Award is presented

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<b>NOMINATIONS</b>	<p>Nominations for the Mining &amp; Exploration Division Outstanding Young Professional Award require the following information:</p> <ol style="list-style-type: none"> <li>1. Completed nomination form including demographic and contact information for both the nominee and the principal nominator.</li> <li>2. <b>Required:</b> One letter of support detailing the nominee's qualification for the award. Should address qualities that are mentioned in the guidelines. Should focus on quality over quantity introducing the candidate to the committee (1 page).</li> <li>3. <b>Not required:</b> Up to four additional letters emphasizing the candidates qualifications for the award. (quality over quantity) (1 page each).</li> <li>4. Nominee's biography (2 page maximum).</li> <li>5. Nominee's CV/resume (abbreviated version – 3 page maximum).</li> <li>6. List of papers/publications (abbreviated version – 3 page maximum).</li> <li>7. Appropriate award citation.</li> </ol> <p>All nominations submitted will be considered active nominations for a period of three years. Nominations must be submitted in accordance with the guidelines provided on the award nomination form, which may be downloaded here: <a href="http://smenet.org/awards-recognition">smenet.org/awards-recognition</a></p>
<b>ADMINISTRATION</b>	<p>The award is administered by the Mining &amp; Exploration Division (M&amp;E Division) of the Society, under the direction of the SME Board of Directors. The Award Committee consists of the following six officer M&amp;E Division Executive Committee, each serving a one-year term:</p> <p>Chair-elect (serving as Award Committee Chair)</p> <p>Vice-chair, programs</p> <p>Vice-chair, program planning</p> <p>Vice-chair, publications</p> <p>Past chair</p> <p>The most recent recipient of the award is also invited to serve a one-year term on the Award Committee.</p> <ul style="list-style-type: none"> <li>• A minimum of three nominations need to be received and evaluated for each award in order to select a winner.</li> <li>• Current members of the SME Board of Directors, SME Division Executive Committees, Award Committees, or Foundation Board of Trustees are NOT eligible for any awards that they are responsible for approving during their term, with the exception of "past chair" recognitions.</li> <li>• No person is eligible to receive more than one SME or SME/AIME award in a single year.</li> </ul>
<b>SELECTION OF RECIPIENTS</b>	<p>Recipients of the award shall be selected by a majority vote by the Award Committee, subject to the approval of the M&amp;E Executive Committee and SME Board of Directors. The award need not be presented in any given year if a suitable candidate is not agreed upon.</p>
<b>AWARD</b>	<p>The award consists of a plaque upon which the recipient's name, award citation (if applicable), and year of award will be engraved.</p>



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<b>FUNDING</b>	All expenses incurred with respect to the award shall be the financial responsibility of the M&E Division.
<b>AMENDMENTS</b>	These regulations may be amended by the Award Committee, subject to approval by the SME Board of Directors. Any such amendments must be reflected in all appropriate award documentation.
<b>QUESTIONS</b>	Questions may be directed to: Awards Coordinator Email: <a href="mailto:awards@smenet.org">awards@smenet.org</a> or SME Member Services Department Phone: 303-948-4200