

BRDA PROFESSIONAL DEVELOPMENT AWARD

PURPOSE

In recognition of the importance of professional development, the Blue Ridge District Dietetic Association grants a \$200.00 annual award to support a member's attendance at a continuing education event or to help finance a member's enrollment in an academic course.

ELIGIBILITY

This award of \$200.00 is granted to a member to attend an educational event. Such events might include the national ADA Conference, ASPEN meeting, or any number of other appropriate conferences or workshops. This award may be granted to a member to enroll in an academic course, which will improve his/her professional competency, either generally or specifically. Graduate level nutrition courses, classes in computer programming, or other appropriate courses are examples. To be eligible for the award, the applicant must

- Have been a member of the Blue Ridge District Dietetic Association for at least one year and be a Virginia state resident at the time of application
- Be actively employed or an active volunteer in the field of nutrition or dietetics.

APPLICATION PROCEDURE

The application should include:

- A personal letter of application stating the reasons for applying, how the requested activity will contribute to the applicant's professional development/goals, and any other pertinent information
- A complete application form
- Two letters of recommendation from a present employer (supervisor or appropriate personnel officer), a recent employer, and/or another ADA member, which should include the following information
 - Capacity in which they have known the applicant
 - Professional traits
 - Character/personal traits
 - A letter from the applicant's place of employment stating that the employee will be able to attend the educational event, if applicable
 - If available, a brochure or advertisement of the event, or a description of the course.
- Requests may be to attend a meeting or a course during the 12-month period starting with the month following the award (e.g. if the award is made in May, the event may be anytime between June 1st and the next May 31st).
- The check is presented to the recipient at the time the award is made at the Spring Membership Meeting. The recipient does not have to be present to receive the award.
- No award will be made if no qualified applications are received.
- If the recipient accepts the award and for some reason is unable to attend the educational event or finish the course, then he/she will be expected to return the money awarded.

Application packets (one original and two copies) are due to the BRDA Scholarships/Awards Chair by March 1, 2011 (postmark deadline):

Brandis Roman, RD, CNSD
2195 Promised Land Lane
Charlottesville, VA 22903

WORK EXPERIENCE/PROFESSIONAL ACTIVITIES/COMMUNITY INVOLEMENT

Include your resume or a separate sheet of paper listing all employment, including the institution, position, chief responsibilities, and dates of employment. Also, describe activities and interests, professional and personal, and indicate leadership responsibilities where applicable.

Please indicate the names and titles of the persons who will furnish a reference:

PERSONAL LETTER OF APPLICATION

Should include:

- What course/educational even you would like to attend
- How you are currently involved with this subject
- How and where you would apply this knowledge
- How the educational activity will help you meet professional goals

AWARD APPLICATION AGREEMENT

In submitting my application for the Blue Ridge District Dietetic Association Professional Development Award, I understand and agree to the following:

- To attend the requested educational event or enroll in the requested course, if I am awarded the honorarium.
- If circumstances make it necessary for me to change plans, I shall notify the Chairperson of the Scholarship and Awards Committee to withdraw my application.
- If the money awarded is not used to attend the event or enroll in the course intended, then I will return the money to the Treasurer of the BRDA.

Signature_____

Date_____

Mail completed application packet (original and two copies) to: Brandis Roman, RD, CNSD, 2195 Promised Land Lane, Charlottesville, VA 22903. If you have questions, please call Brandis at 434-982-4925 or email at brandis@virginia.edu. **Application deadline (postmark) is March 1, 2011.**