

## Excellence in Leadership Award

### RULES AND GUIDELINES

#### BACKGROUND

The Excellence in Leadership Award recognizes two student members of the Institute of Food Technologists (IFT), one undergraduate and one graduate student, who have demonstrated exemplary leadership in their execution of student activities that furthers the mission of IFT.

#### PURPOSE

The Excellence in Leadership Award was created to recognize student members who enriched their education in the science of food through exemplifying IFTSA’s strategic promises and empowered students in the science of food to reach their full potential.

#### SCHEDULE

Date	Event
April 15, 2024	Preliminary application due
May 1, 2024	Finalists notified
May 1-15, 2024	Finalist interviews
June 1, 2024	Winner notified

#### ELIGIBILITY

1. Applicant must be a member of the Student Association of IFT and be registered as a student at the university he or she is representing during the Fall semester prior to the competition (if confirmed a finalist by the Annual Event, the student need not be currently enrolled).
2. Students serving in the office of the IFTSA President (Elect, Current, and Past) are not eligible for this award, during or after their service.
3. The recently elected Incoming President-Elect is still eligible for this award before their terms of service.
4. The current Excellence in Leadership Award Chair is ineligible for this award during their year of service.
5. There is no limit on the number of applications per school for this award.

## PRELIMINARY ROUND PROCEDURES

### Application

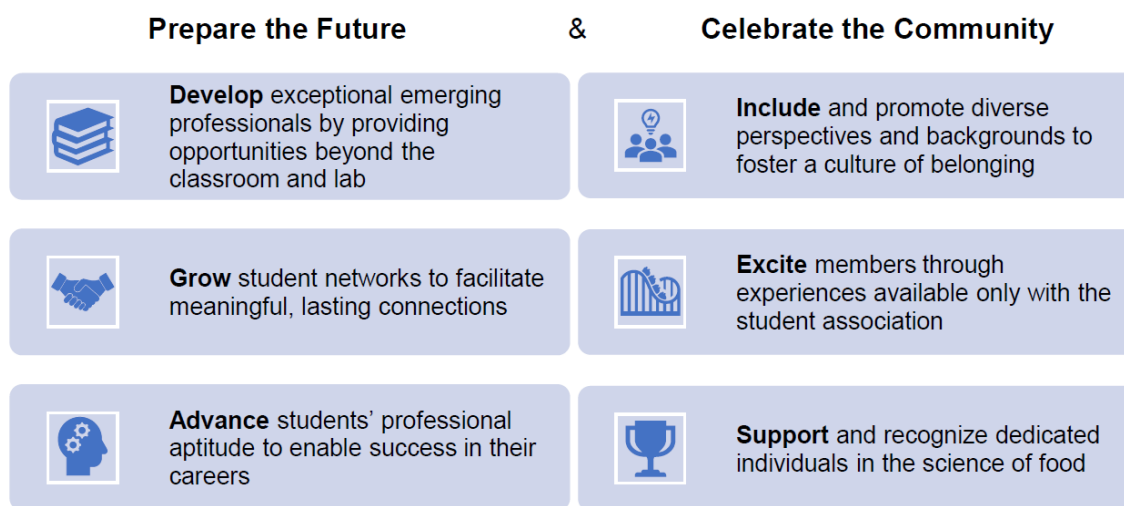
Applicants will submit their application, resume, letters of recommendation, and essay question response to the portal on the [ift.org](http://ift.org) website. Judges will evaluate all application materials and select three (3) undergraduate students and three (3) graduate students for a total of six (6) student finalists.

Completed application forms and all attachments must be submitted via the submission portal on [IFT.org](http://IFT.org) no later than **April 15, 2024**.

### Essay

- In a maximum of 600 words, reflect upon your leadership experience and detail how you have empowered students interested in the science of food to reach their full potential.
- Elaborate on how you have enriched their education in the science of food through at least one (or more, if appropriate) of IFTSA's strategic promises. For reference, IFTSA's Mission is shown in the graphic below.

**Mission:** To enrich the academic experience and empower students to thrive individually and together



### Recommendation Letters

1. One Mentor Letter authored by a faculty member, advisor, or person in a managerial/mentor role who has personal experience with applicant's leadership abilities
2. One Peer Letter authored by a fellow student, co-worker, or colleague who has personal experience working with applicant as a leader of their peer group



## Resume

1. Limit resumes to two pages.
2. Resume should highlight leadership, mentorship, and professional development with an emphasis on the food science community.

## Judging

1. A panel of IFTSA appointed judges, which will include at least two IFT leaders and one leader from the sponsoring organization (if applicable), will evaluate the submissions and select three undergraduate and three graduate student finalists.
2. The finalists will be notified in writing by the IFTSA on or before May 1, 2024.
3. Each judge's scores will be converted to ranks. The three students from the graduate and three students from the undergraduate groups with the lowest sum of ranks will be chosen as finalists and continue to the interview portion.
4. The applications will be judged using the following rubric.

Judging Criteria	21 points total
<p>Resume</p> <p><i>To what extent does the student's resume demonstrate participation in impactful leadership roles and experiences that promote the science of food? This can include IFTSA, IFT, and non-IFT/IFTSA experiences.</i></p>	<p>0 Unacceptable 1 Poor 2 Marginal 3 Adequate 4 Strong 5 Superior</p>
<p>Essay</p> <p><i>To what extent does the student's essay demonstrate a consistent initiative to support students in the science of food? To what extent has the student's leadership furthered one or more IFTSA's Strategic Promises? Essays will be graded based on the overall degree of commitment and impact demonstrated, not necessarily the number of Strategic Promises covered or the perceived quality of the grammar or writing style.</i></p>	<p>0 Unacceptable 1-2 Poor 3-4 Marginal 5-6 Adequate 7-8 Strong 9-10 Superior</p>
<p>Letter of Recommendation (Mentor)</p> <p><i>To what degree does this letter recommend the student's leadership involvement and accomplishments? Does it demonstrate exemplary leadership?</i></p>	<p>0 Unacceptable 1 Marginal 2 Adequate 3 Superior</p>
<p>Letter of Recommendation (Peer)</p> <p><i>To what degree does this letter recommend the student's impact on their student community? Does it demonstrate exemplary leadership?</i></p>	<p>0 Unacceptable 1 Marginal</p>

	2 Adequate 3 Superior
--	--------------------------

## FINAL ROUND PROCEDURES

### Finalist Interviews

Student finalists will each be interviewed by the team of judges. Each interview will be roughly 15 minutes in length and students will be asked three to four leadership-focused questions (as pre-determined by the judges). Judges should take charge of asking questions to finalists and are encouraged to follow up with more questions to clarify responses to the rubric. The interview should be as conversational as possible.

1. The interview will be conducted using a videoconferencing platform such as Zoom.
2. A phone interview or other non-internet alternative will be allowed for students with unstable internet connections. Most videoconferencing platforms (like Zoom) offer the ability for participants to call in with a phone connection.

### Judging

Interviews will be scored based on the following example rubric. Note that these questions are provided as examples from past years' interviews.

Category	Question	Score from 1-5 (5 being highest)	Response Notes
Leadership	What has been your most successful or impactful leadership experience, and what did it teach you?		
Peer Leadership	In terms of peer leadership, could you give an example of how you empowered a fellow peer and what was the lasting impact on the individual?		
IFTSA Strategic Promise - Connect	Can you describe a time you brought different groups of people together? What did you do to successfully facilitate that connection?		



IFTSA Strategic Promise - Support	How will the communities you have served be different because of your leadership?		
-----------------------------------	---	--	--

## AWARDS

1. Awardees will be notified in writing by the IFTSA on or before June 1st, 2024
2. All finalists would be provided with a certificate as proof of participation and effort
3. Each awardee will be presented with an award and \$1,000 during the IFT Annual Event or virtually.
4. Each awardee also will be eligible to receive a \$600 travel and registration stipend to attend the IFT FIRST Annual Event but must be present and recognized on stage at the awards celebration to receive the travel grant.
5. If the IFT Annual Event is virtual, awardees will receive free registration.

Placement	Award
1 <sup>st</sup> place (Graduate and Undergraduate)	\$1000, travel and registration reimbursement up to \$600

## NOTES

- The enforcement, review, and changes of these Rules and Guidelines will be the responsibility of the Chair of the competition and designated IFT Staff member. Failure to comply with any of the rules of the competition may result in disqualification.
- **Any competitor that does not follow the IFT Event Code of Conduct will risk being disqualified.**

## QUESTIONS

Please contact the IFTSA Excellence in Leadership Award Chair via email at [iftsa.ela@gmail.com](mailto:iftsa.ela@gmail.com)