

**Knights of Columbus
Fourth Degree**

**Maryland District
Calvert Province**

Sir Knight of the Year

Nominations Guideline and Form

General Instructions: This form should be completed by the Assembly's duly appointed committee, approved by the Faithful Navigator, and submitted to the District Master by no later than February 1st. All required information should be typed to insure legibility. If additional space is needed to fully answer items 2 through 6, use Assembly letterhead and appropriately identify the item being continued.

Eligibility: Any member of any Assembly in the District is eligible, provided that the member is in good standing in his Council and Assembly.

Method of Selection: The method that each Assembly utilizes to select their Sir Knight of the Year is at the discretion of each Assembly. Factors to consider are; accomplishments at Council, Assembly, State, District or Provincial level. His dedication, character, and contributions to the Order. Items to be covered are:

1. Nominee's Knights of Columbus history.
2. Positive character of the Nominee.
3. Devotion to and involvement with his family. (Nominee need not be married to be considered. They may be devoted and involved with their mother and father, brothers and sisters, aunts and uncles, etc.)
4. Active involvement in his Council, Assembly, State Council, District or Province.
5. Active involvement and commitment to his Community.
6. Active involvement in his Parish.

Begin by making a list of the Nominee's contributions in the above areas. When you are satisfied that you have completed the Nominee's contributions, make as readable as possible. Presenting the contributions under each item, using the space provided. If additional space is needed, do so as described above. Use short concise statements. Many times shorter is better. Long-winded complex and rambling sentences tend to confuse your point and the scorer. The reader will score the entry on substance, not the writing skills of the committee.