



**CALL FOR ENTRIES**  
**DEADLINE: JANUARY 30, 2023**

## Store Manager Awards Nomination Checklist

Nominations should come from the company that employs the store manager. Nominations are required to provide the following information:

- **Company Information including size & category**
- **Nominator Contact Information**
- **Store Manager Name**
- **Store Details**
- **Store Manager Headshot**
- **Introductory Statement:**
  - Provide a brief overview about the store manager and why they are being nominated for this award.
- **Respond to Questions from 5 Focus Areas:**
  - 1. Financial Results:**

Describe how this store manager has been effective in delivering strong financial results for his/her store. Statistics on growth/sales should be included.
  - 2. Communicating Company and Store Goals**

Describe the store manager's effectiveness at communicating company and store goals and objectives to store associates from a sales and customer service perspective.
  - 3. Ability to Lead, Mentor, and Motivate Associates**

How does this store manager demonstrate their ability to lead, mentor, and motivate associates in the store/company? Specific examples of how they develop their associates in-store or company-wide, special awards they've received or unique/challenging attributes of the store that impact the associates (e.g., store is in a food desert or resort town) should be listed here.
  - 4. Innovative In-Store Programs to Improve Customer Service/Satisfaction**

Describe how this store manager has executed innovative in-store programs to improve customer service/satisfaction.
  - 5. Improved Community Relations**

Describe how this store manager has developed special events, encouraged staff volunteerism, and/or participated in community organizations and activities that have improved overall community relations.
- **Supportive Media Assets \*These are optional, but STRONGLY Encouraged**
  - Photos, videos, slide deck presentations, etc.