

{5B} Narrative Suggestions

Suggestions You Might Consider in Developing Your *Narrative*:

1. It should **not** be on letterhead. The only “Title” should be the full name of the nominee.
2. You might consider **beginning** with the **source** of the nomination. For example, “the XYZ Chapter is pleased to nominate . . .”.
3. **Avoid a redundant recap** of the positions and offices identified on form. However, it may be appropriate to explain any circumstances, accomplishments, etc., during such service or term. If your narrative is a recap of information found on the form, the Jury might conclude that you cannot think of anything outstanding or exceptional for your nominee!
4. Frequently a narrative will offer a chronological look back at the nominee’s involvement in NECA. The problem with this approach is that you might be hiding your nominee’s most outstanding accomplishment(s) in the middle or at the end of the narrative, which makes it harder for the Jury to identify these outstanding services. Including **the most obvious example** of “*services so outstanding and exceptional as to be beyond any normal call of duty or loyalty*” in the beginning of the narrative just makes more sense.
5. Be concise in your specifics, but do not assume that all readers understand your **local specifics and terminology**. You might need to include some **historical background** or perspective to demonstrate the relevance, i.e. what made it so “outstanding and exceptional?”
6. **Avoid broad or general statements**. It is not enough to state that the nominee “performed exceptional service” or is “a world-class individual”. Your narrative must make this clear by using specific examples.
7. Here are some examples of **topics** that you might consider including in your narrative:
 - Labor Relations
 - Establishing or Maintaining a Chapter (during difficult times)
 - Membership Recruitment and/or Retention
 - New Program at the Chapter
 - JATC Involvement
 - Government Affairs, NECAPAC, Political Leadership Council
 - Electrical Inspection and Code Development
 - Electrical Contracting Foundation
 - Other National Programs
 - Personal Sacrifice by the Nominee
 - Community Service on behalf of the Electrical Industry (not self)