

Immunization Champion Award Checklist

Launch of Award Nomination

April 10 - May 28, 2024

- Establish key contact persons for the Immunization Champion Award
- Contact coalitions to determine how they can support the IP with the award nomination and selection processes
- Send "Call for Nominations" email to all networks starting April 10, 2024
- Follow up with AIM with any questions at champions@immunizationmanagers.org
- Bring questions to April General Membership Webinar
- Determine Immunization Champion selection committee

Review Period

May 31 - June 28, 2024

- Meet with the selection committee to determine one candidate to submit to AIM using AIM provided or internal rubric
- Submit candidate and all required materials to AIM by June 28, 2024
- Begin communications using AIM social media toolkit to drive anticipation of the jurisdiction Champion

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Promotion of Jurisdiction Champion

August 2024

- Send notice of award to jurisdiction Champion using AIM provided or internal template by August 8, 2024
- Send notice of award to program mailing list to promote jurisdiction Champion using AIM provided or internal template
- Launch promotional campaign for jurisdiction Champion using AIM provided or internal promotional tool kit
- Present jurisdiction Champion with the award at a virtual or in-person ceremony

Evaluation

October 2024

- Submit Immunization Champion Award Evaluation Survey to AIM once it becomes available

