

2022 **STEP AHEAD** **AWARDS**

NOMINATIONS GUIDE

Application Period:
MONDAY, AUGUST 2, 2021 – FRIDAY, OCTOBER 1, 2021

2022 STEP AHEAD AWARDS

STEP Ahead at a Glance

The Manufacturing Institute's 2022 STEP Ahead Award nominations open Monday, August 2 and will close Friday, October 1.

The Manufacturing Institute, the workforce development and education partner of the National Association of Manufacturers, launched the STEP Women's Initiative to foster a 21st-century manufacturing workforce that supports and grows women in science, technology, engineering and production (STEP) careers. The program also inspires the next generation of women to consider a career in manufacturing, broadening the industry's talent pool and closing the gender gap.

The MI's STEP Ahead Awards focus attention on women's impact on the industry, whether they are running the company, designing the next big product or testing new innovations.

Now entering its 10th year, the STEP Ahead Awards have recognized, celebrated and supported the accomplishments of more than 1,100 outstanding women in manufacturing who have had a positive impact on their companies, communities and future generations. Together, STEP Ahead honorees and emerging leaders have impacted and inspired more than 300,000 others through mentoring and volunteering as ambassadors for the industry.

Recognizing women at all levels of manufacturing, from the shop floor to the C-suite, this national honor gives manufacturers an opportunity to showcase existing female talent and provide role models that can speak to both the opportunities ahead and the transformation of the industry.

Deadline for nomination submission is 11:59 p.m. EDT October 1, 2021.

HOW TO NOMINATE

Using the **online nomination form**, fill out the application questions about your candidate based on the following criteria:

Innovation and Leadership (50%) demonstrating significant contributions to the company and/or her division.

Mentorship and Community Impact (50%) recognizing key contributions to the greater community, describe the nominee's support efforts through mentoring others, advocating for manufacturing careers and/or volunteering.

IMPORTANT INFORMATION

- ▶ Visit <https://stepahead.awardsplatform.com/> to get started.
- ▶ A maximum of TEN (10) applications may be submitted by a single company.
- ▶ Companies are encouraged to have ONE (1) point of contact for nominations. See best practices beginning on page 12 within guide for strategies to streamline internal processes.

ELIGIBILITY

There are two categories nominators may consider:

STEP Ahead Honoree: Nominee is currently employed in manufacturing at any level of the company, from the factory floor to the C-suite. **A maximum of two Honorees from a single company may be selected for this award.**

STEP Ahead Emerging Leader: Rising female talent currently employed in the manufacturing industry that have made significant contributions and excelled early in their career. **An Emerging Leader nominee must be between 18 and**

2022 STEP AHEAD AWARDS

30 years of age as of December 31, 2021. A maximum of one Emerging Leader from a single company may be selected for this award.

Previous Honorees are not eligible, though Emerging Leader Alumnae may be nominated as an Honoree. Candidates outside of the U.S. are eligible as long as the nominee's company has U.S. operations. For more information on nominee eligibility, visit the FAQ page.

Don't miss the opportunity to recognize an outstanding female leader in manufacturing. [Click here](#) to nominate deserving women in manufacturing starting August 2!

2022 STEP Ahead Awards National Building Museum, Washington, D.C.

The Manufacturing Institute's STEP Ahead Awards celebrate women in **Science, Technology, Engineering and Production** careers who exemplify leadership within their companies. In 2022, The Manufacturing Institute will honor 100 Honorees and 30 Emerging Leaders.

WHY RECOGNIZE WOMEN IN MANUFACTURING?

It's the right thing to do: Women today account for less than one-third of manufacturers (29%) despite representing about half of all workers (47%). Yet, it's manufacturing that set the stage for a decades-long march of women into the workforce. Women in previous generations showed the country what they could do through manufacturing, and it's on us to inspire girls in the next generation to dream of what they can do through manufacturing, too.

It's critical to solving the workforce crisis: Women represent one of the largest pools of untapped talent for manufacturers. Thus, closing manufacturing's gender gap is key to closing the skills gap, too. Moreover, research shows that gender diversity benefits a manufacturing firm by improving its ability to innovate and grow.

WHAT CAN THESE WOMEN DO TO HELP THAT?

By telling the real stories of these women, we will demonstrate leadership and opportunities in a diversity of manufacturing careers and use them to inspire the next generation of talent to pursue careers in the industry. The STEP Ahead Awards are also meant to empower Honorees and Emerging Leaders to lead their companies, communities and networks on the importance of manufacturing and issues related to attracting, advancing and retaining strong manufacturing talent.

HOW ARE HONOREES SELECTED?

Honorees are nominated by their peers or company officials. **The deadline to nominate a female in manufacturing is Friday, October 1, 11:59 p.m. EDT.** Nominators are asked to articulate how the nominee made significant achievements in manufacturing through their positive impact on a company and their ability to engage the next generation of female talent. Each nomination is reviewed by an external group of peers and rated on a numerical scale by multiple reviewers.

The STEP Ahead Awards recognize women and their achievements at all levels of a manufacturing organization, from the factory floor to the C-suite. **Don't miss the opportunity to recognize a deserving female in manufacturing by [nominating](#) beginning Monday, August 2!**

HOW CAN I ATTEND THE STEP AHEAD AWARDS GALA?

The STEP Ahead Award Gala is a ticketed event that includes a semi-formal Reception and Dinner. If you are interested in attending, please reach out to AJ Jorgenson, vice president of strategic engagement (ajorgenson@nam.org), for ticketing and sponsorship information.

2022 STEP AHEAD AWARDS

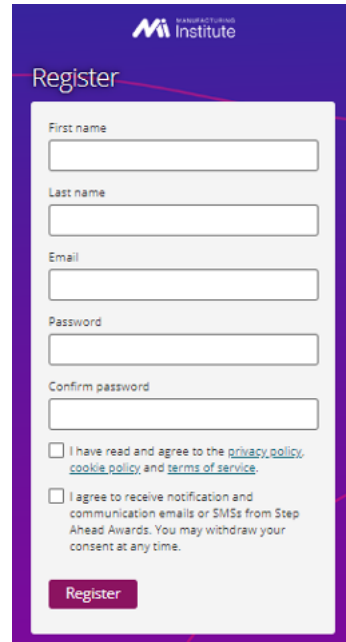
The Nomination Process

Nominating an outstanding female in manufacturing is as easy as one, two, three!

STEP 1: Create a Nominator Account

All nominators will have to create a new account to submit a nomination. On the [home page](#), please fill out the requested information to create a nominator account.

**Companies are encouraged to have a single point of contact for nominations. As each company is allowed a maximum of 10 applicants, please reach out to the STEP team at STEPahead@nam.org to find out if your company has a designated main point of contact before creating an account. Please see best practices on pages 12-17 for ideas on streamlining candidates within your company.*

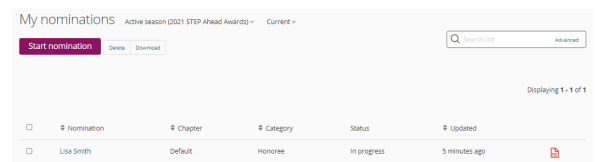


The screenshot shows a registration form titled "Register" on the Manufacturing Institute website. The form includes fields for First name, Last name, Email, Password, and Confirm password. Below the fields are two checkboxes: "I have read and agree to the [privacy policy](#), [cookie policy](#) and [terms of service](#)." and "I agree to receive notification and communication emails or SMSs from Step Ahead Awards. You may withdraw your consent at any time." A purple "Register" button is located at the bottom of the form.

STEP 2: Start New Nomination

After logging in, you will be redirected to a welcome page. To submit a nomination application, click the purple button "Start new nomination" at the bottom of the page to get started.

Select the "category" for your application and enter your nominee's name. Please ensure your nominee fits the criteria for Honoree or Emerging Leader. **As a reminder, Emerging Leader is a category to identify rising talent and all applicants must be between the ages of 18 and 30 as of December 31, 2021.**



The screenshot shows a dashboard titled "My nominations" for the "Active season (2021 STEP Ahead Awards)". It features a "Start nomination" button, "Delete" and "Download" options, and a search bar. Below is a table with one row of data:

<input type="checkbox"/>	Nomination	Chapter	Category	Status	Updated	
<input type="checkbox"/>	Lisa Smith	Default	Honoree	In progress	5 minutes ago	

There are **five sections** to fill out on the nomination application:

1. Details
2. Nominee Information
3. Company Contacts
4. Essays
5. Confirmation

2022 STEP AHEAD AWARDS

Under nominee information, please indicate your nominee's regional company address **NOT** the corporate address. If your nominee is selected, this will ensure correct state and regional publications.

Under company information, an HR and corporate communications contact are requested so that we may inform the regional and national partner as necessary.

The fourth section of the application requires you to complete **four essay questions** that must be between 150 and 250 words in length. View samples of competitive application essays on the **nomination website** under the "Resources" tab. **Please note: each essay must meet the word count minimum/maximum criteria for a valid entry.**

The questions are:

1. Please share a noteworthy contribution and/or technical accomplishment your nominee has achieved at her **company** and why it is so impactful.
1. Please share a noteworthy contribution your nominee has achieved in her **community**, and why it is so impactful.
2. Please share how your nominee has been a leader by mentoring others and/or engaging the next generation of female talent.
3. Explain why your nominee should be chosen as a 2022 STEP Ahead Honoree or Emerging Leader.

You may save your progress and complete the application later if you cannot complete the application in one sitting. Scroll to the bottom of the page and click "Save + Close." When you log back into the system using your nominator ID, your incomplete application will be listed toward the bottom of the Welcome page. Click the nomination to continue your application.

My nominations → Start nomination

All questions must be answered, unless marked optional.

Details | Nominee Information | Company Contacts | Essays | Confirmation

Category:

Nomination name:

Save + next | Cancel

My nominations Active season (2021 STEP Ahead Awards) Current

Start nomination Delete Download

Q Search list Advanced

Displaying 1 - 1 of 1

<input type="checkbox"/>	Nomination	Chapter	Category	Status	Updated	
<input type="checkbox"/>	Lisa Smith	Default	Honoree	In progress	5 minutes ago	

2022 STEP AHEAD AWARDS

STEP 3: Submit and Repeat!

Once your entries are finalized, click “Submit nomination” at the bottom of the page! We recommend selecting “preview” to ensure your entries are final before submitting.

Once you submit, you will receive a confirmation email to inform you that we have received your application. To submit another nomination application, repeat steps 1-3!

As a reminder, the maximum number of nominations a company may put forward is 10 applications per company, however, there is a limit to the number of Honorees and/or Emerging Leaders that will be recognized. A maximum of two Honorees and one Emerging Leader may be selected from each company. Companies should make their best effort to ensure the application meets the selection criterion.

If you have any questions on the application site, please feel free to contact the STEP Ahead Team at STEPahead@nam.org.

Best of luck on your nomination application!



2022 STEP Ahead Nomination Form

Nominator Information

NAME: _____ EMAIL: _____
TITLE: _____ COMPANY: _____
COMPANY ADDRESS: _____ OFFICE PHONE NUMBER: _____

Nominee Type

Honoree: Nominee is currently employed in manufacturing at any level of the company, from the factory floor to the C-suite.

Emerging Leader: Rising female talent currently employed in the manufacturing industry who has already made significant contributions and excelled early in their career. ***Must be between 18 and 30 years of age as of December 31, 2021.***

Nominee Information

NAME: _____ EMAIL: _____
TITLE: _____ NOMINEE'S COMPANY: _____
NOMINEE'S REGIONAL COMPANY ADDRESS: _____
OFFICE PHONE NUMBER: _____ RELATIONSHIP TO NOMINEE: _____
MY NOMINEE IS:

a) Currently in production but has been in production has never been in production
b) Not currently in production, c) Not in a production role, and

Short Answer Question: How does this person support the manufacturing industry? ***(50 words or less)***

Company Information

Please provide the HR contact for the nominee so we may notify her company of the nomination.

HR CONTACT NAME: _____ HR CONTACT EMAIL: _____
CORPORATE COMMUNICATION: _____ CORPORATE COMMUNICATION EMAIL: _____

Essays

For a competitive submission, essay questions should be at least 150 words and no more than 250 words in length.

1. Please share a noteworthy contribution and/or technical accomplishment your nominee has achieved at her company and why it is so impactful. Entries must be between 150 and 250 words maximum.
2. Please share a noteworthy contribution your nominee has achieved in her community, and why it is so impactful. Entries must be between 150 and 250 words maximum.
3. Please share how your nominee has been a leader by mentoring others and/or engaging the next generation of female talent. Entries must be between 150 and 250 words maximum.
4. Explain why your nominee should be chosen as a 2021 STEP Ahead Honoree or Emerging Leader. Entries must be between 150 and 250 words maximum.

2022 STEP AHEAD AWARDS

Timeline: *What to Expect Next*

August 2, 2021	2021 STEP Ahead Nominations Open
October 1, 2021	2021 STEP Ahead Nominations Close
October 11, 2021	Review Process Begins
December 17, 2021	Review Process Ends
January 5, 2022	Nominator, HR contacts, and Corporate Communications Contact are notified of Application Status
January 12, 2022	Honorees are notified of Application Status
January 31, 2022	Honoree Acceptance Deadline
March 1, 2022	Public Announcement of 2022 STEP Ahead Honorees and Emerging Leaders
April 27-28, 2022	STEP Ahead Leadership Program
April 28, 2022 (evening)	Awards Dinner and Reception



2022 STEP AHEAD AWARDS

Frequently Asked Questions

Q. When do nominations open and close?

A. Nominations open on August 1, 2020 and will close on Friday, October 2, 2020.

Q. How do I nominate someone for the 2021 STEP Ahead Awards?

A. You can nominate a female peer or colleague through the Manufacturing Institute's 2021 STEP Ahead Awards page or by going directly to: <https://stepahead.awardsplatform.com/>.

Q. Who can submit a nomination?

A. A nominee may only be nominated by a colleague or peer, such as: company leadership (CEO, Senior Leadership, Directors and Managers); company colleagues; peers outside a nominee's company.

Companies are encouraged to have a single point of contact for nominations. Please reach out to the STEP team to find out if your company has a designated main point of contact before creating a nominator account. Please see best practices on pages 12-17 for ideas on streamlining candidates within your company.

Q. Can I nominate myself?

A. We don't accept self-nominations, but you can ask someone else to nominate you.

Q. Can I nominate someone from outside of my own organization?

A. Yes, you may nominate someone outside of your company. However, please be aware that if your nominee is selected, The Manufacturing Institute will reach out to their company to confirm the accuracy of the nomination prior to sending out notifications of selection.

Q. Can a company nominate someone outside of the United States?

A. Yes, a company may nominate someone outside of the U.S. as long as that company has U.S. operations.

Q. How much does it cost to submit an application?

A. There is no cost associated with submitting an application, however, if your nominee is selected we do ask that your company is willing to support her to participate in the Leadership Program and Awards ceremony held in Washington, D.C.

2022 STEP AHEAD AWARDS

Q. Is there a limit to how many nominations I can submit?

- A. A maximum of 10 applications per company may be submitted, however, please note there is a limit to the number of Honorees and/or Emerging Leaders that may be recognized from a single company. If selected, companies are allowed up to two (2) Honorees and one (1) Emerging Leader (women under the age of 30) to be recognized at the 2021 STEP Ahead Awards.

The STEP Ahead award is a competitive award, with a cap of 100 Honorees and 30 Emerging Leaders. Companies should make their best effort to ensure the application meets the selection criterion.

Q. How can I manage submitting only 10 nominations within a large manufacturing company?

- A. Within the Nominations Guide we have included best practices from small, medium, and large size manufacturers for ideas to streamline a process to nominate candidates. These best practices include steps for implementation as well as a main point of contact to reach out to for more information.

Q. How do I know if my candidate is eligible for the 2021 STEP Ahead Awards?

- A. The following denotes nominee eligibility:

- ▶ Previous Honorees are **NOT** eligible. [Click here](#) to see the list of previous Honorees.
- ▶ Previous Nominees **ARE** eligible.
- ▶ Previous Emerging Leaders **ARE** eligible to be nominated as an Honoree.
- ▶ Nominees must currently be employed in manufacturing.

There are two categories nominators may consider:

- ▶ **STEP Ahead Honoree:** Nominee is currently employed in manufacturing at any level of the company, from the factory floor to the C-suite.
- ▶ **STEP Ahead Emerging Leader:** Rising female talent currently employed in the manufacturing industry who has made significant contributions and excelled early in her career.

**An Emerging Leader nominee must be between 18 and 30 years of age as of December 31, 2020.*

Q. How many women will be honored?

- A. 100 women will be recognized as Honorees. 30 women will be recognized as Emerging Leaders.

2022 STEP AHEAD AWARDS

Q. How many women will be honored?

- A. 100 women will be recognized as Honorees. 30 women will be recognized as Emerging Leaders, and those nominated under this category must be between the ages of 18 and 30 as of December 31, 2021.

Q. Is it just an Award Ceremony?

- A. The 100 Honorees and 30 Emerging Leaders gather in Washington, D.C. for professional development and celebration. Recipients of the STEP Ahead Award will be invited to attend a two-day professional development program that will occur in advance of the award ceremony.

STEP Ahead offers Honorees and Emerging Leaders a long-term network of colleagues for business and professional development and mobilizes women to act as a catalyst for change within their company and community.

Q. What does a competitive application look like?

- A. Click [here](#) to review samples of competitive application essays.

Q. What sponsorship opportunities are available for the 2022 STEP Ahead Awards?

- A. The Manufacturing Institute offers program and dinner sponsorship opportunities to companies and organizations that place a priority on female talent and the need for attracting, advancing and retaining more women to the industry. Companies interested in sponsoring the 2022 STEP Ahead Awards should contact AJ Jorgenson at ajorgenson@nam.org.

Q. I have a question that's not listed on here. Who can I contact for more information?

- A. Feel free to contact the STEP Ahead Team at STEPahead@nam.org or (202) 637-3426.



2022 STEP AHEAD AWARDS

Best Practice Spotlight: STEP AHEAD

TOYOTA INTERNAL STEP AHEAD AWARDS NOMINATIONS PROCESS



Synopsis:

Toyota participates in The Manufacturing Institute's STEP Ahead Awards to recognize its women employees who are making great accomplishments in their careers and use the recognition as a motivator to showcase what others are capable of achieving. As a large corporation with locations throughout the United States and across the globe, the multinational company created an internal process to nominate candidates for the STEP Ahead Awards that allows Toyota to avoid duplicate applications being submitted and put forth their best and brightest candidates for the award.



Goal:

Streamline a process to nominate the best possible candidates for the STEP Ahead Awards.



Contact:

Jennifer O'Daniel
jennifer.odaniel@toyota.com



Time Commitment:

The company dedicates 20 hours of time in total. This time is spent over two months through four employees to complete the process. One HR employee manages the email distributions and initial reviews, and three plant presidents serve on the executive committee to review the nominations and choose the final applicants.



Outcome:

The number of officially submitted applicants varies year to year based on how large the pool is and the quality of candidates. For the 2018 STEP Ahead Awards, Toyota submitted four Honoree applications and three Emerging Leader applications. The maximum per company was selected.



Leah Curry
Plant President
2013 STEP Ahead
Honoree



Susan Elkington
Plant President
2014 STEP Ahead
Honoree



Millie Marshall
Plant President
2014 STEP Ahead
Honoree

TOYOTA

2022 STEP AHEAD AWARDS

Best Practice Spotlight: STEP AHEAD

STEPS FOR IMPLEMENTATION:

- 1 Create a nomination review executive committee and/or confirm previous participants will again volunteer to be a part of the internal review process.
- 2 Develop an email communication on STEP Ahead Award nominations to send out to all plant presidents and HR department heads in manufacturing, along with other groups, directly linking to manufacturing. Indicate in the email the internal company nominations due date as one month prior to the official Manufacturing Institute deadline. The email will include a nomination form in a word document that mirrors The Manufacturing Institute nomination form.
- 3 Coordinate with all necessary departments to approve and review this email communication.
- 4 Nominations are returned to Toyota HR representative by the internal deadline.
- 5 Toyota HR representative reviews the nomination submissions and separates the candidates into the Emerging Leader and Honoree categories.
- 6 Toyota HR representative ensures all applications include all necessary information and the appropriate word count.
- 7 Toyota HR representative reviews and documents internal performance ratings of all submitted nominees.
- 8 Toyota HR representative distributes the nomination submissions and a matrix with performance scores to the internal executive committee, which includes three female plant presidents who are all STEP Ahead Award alumnae.
- 9 Toyota HR representative coordinates a meeting/ conference call with the executive committee to discuss the nominations and come to a consensus on who they would like to officially nominate. The executive committee is asked to come to the meeting with their top three choices in each category.
- 10 Once the final candidates are chosen, the Toyota HR representative submits officially through the Institute's nominations website as the sole point of contact for the Institute.
- 11 Toyota HR representative will send a pre-notification when the Institute sends out the notice on who did and did not get selected.
- 12 Toyota HR representative manages all STEP Ahead Award information, communications and sponsorship, as a sole contact for both the Institute and Toyota.

TOYOTA

2022 STEP AHEAD AWARDS

Best Practice Spotlight: STEP AHEAD

AGCO INTERNAL STEP AHEAD AWARDS NOMINATIONS PROCESS



Synopsis:

In order to put its best applicants forward, AGCO Corporation implemented a company-wide nomination process to select which female employees will be nominated for the STEP Ahead Award. The company created a nomination form on its internal system that mimics the official STEP Ahead nomination form. To spread the word, AGCO promoted the STEP Ahead Awards and its internal nomination form to its Global Women's Network, posted articles with the link to the form on its intranet home page and distributed an email to all AGCO employees in early August with a request for nominations by September 16.

After receiving 52 nominations for 30 different women, two AGCO employees evaluated the nominations and reduced the list to 20 possible candidates. The two employees then organized the list by Emerging Leader and Honoree candidates and created a scorecard for evaluation. Emerging Leader candidates were ranked from 1-4 given the low volume of nominees. Honoree candidates were ranked on a scale of 1-10. Scores were consolidated, and the top Emerging Leader candidate and top four Honoree candidates were chosen for official entry.



Goal:

Streamline a process to nominate the best possible candidates for the STEP Ahead Awards.



Contact:

Lucinda Smith
Lucinda.Smith@agcocorp.com



Time Commitment:

AGCO dedicated two employees to implement the internal nomination process, promote the awards, refine the submissions and officially nominate the candidates. The overall process took approximately 15 hours over one month to complete.



Outcome:

AGCO officially nominated five women, and The Manufacturing Institute selected two.

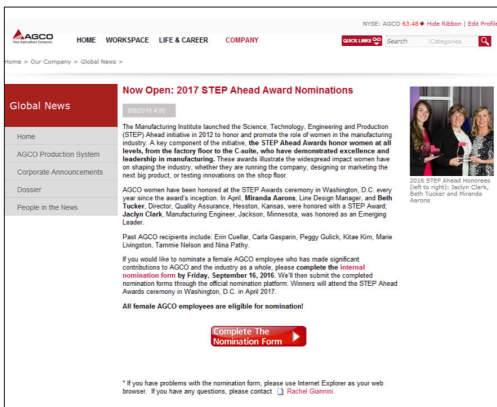


2022 STEP AHEAD AWARDS

Best Practice Spotlight: STEP AHEAD

STEPS FOR IMPLEMENTATION:

- 1 Promote the STEP Ahead Awards to the internal women's network, affinity groups, etc.
- 2 Create an internal nomination form that mimics the official nomination form.
- 3 Post an article with a link to the nomination form on the home page of your intranet, or send via email. Request nominations before the national nominations are due, allowing time for evaluation and national nomination.
- 4 Evaluate the nominations and reduce the list to a smaller number of possible candidates.
- 5 Organize nominations into Emerging Leader and Honoree candidates.
- 6 Create scorecard for evaluation using a shared excel document. Use internal review to rate the nominations 1-10 in the four various categories, aligned to the national nominations. You may also use a different rate value, such as ranking the nominations, if given a low volume of nominees.
- 7 Assign a single person to consolidate scores. The top Emerging Leader candidate and top Honoree candidates are then chosen for official entry. Please note, only two Emerging Leaders and two Honorees are able to be selected for the national award.
- 8 Refine selected nominations and officially submit using a single point of contact as the nominator. This person should be able to liaise with the communications/public affairs and human resources team at the company.
- 9 Share recognition via intranet, press release and social media.



2022 STEP AHEAD AWARDS

Best Practice Spotlight: STEP AHEAD

BEHLEN INTERNAL STEP AHEAD AWARDS NOMINATIONS PROCESS



Synopsis:

Behlen Mfg. Co., a medium-sized manufacturer in steel fabrication, has participated in The Manufacturing Institute's STEP Ahead Awards every year to recognize and increase the visibility of its women leaders. The company's STEP Ahead alumnae have continued to meet each year to select a worthy candidate to nominate for the award.



Goal:

Streamline a process to nominate the best possible candidates for the STEP Ahead Awards.



Contact:

Heather Macholan
heather.macholan@behlenmfg.com



Time Commitment:

The STEP Ahead alumnae group, which consists of five individuals, spends two to three hours discussing the nominee list and meeting with leadership. The writing and approval of the nomination application takes up to one month.



Outcome:

The Behlen leadership team sees the value of employing retention and recruitment strategies by participating in the STEP Ahead Awards. They see it as an opportunity to mitigate the gender gap in manufacturing and inspire young women to get involved in the industry. Behlen uses its STEP Ahead alumnae to participate in Manufacturing Month to run tours and speak with young girls interested in STEM careers.



2022 STEP AHEAD AWARDS

Best Practice Spotlight: STEP AHEAD

STEPS FOR IMPLEMENTATION:

- 1 When The Manufacturing Institute's STEP Ahead Award nominations open, a notice is sent out to Behlen STEP Ahead alumnae two weeks in advance of meeting as a reminder to prepare and bring a list of women to discuss as potential nominees. They review the criteria and the nominations application before meeting to understand what the Institute is looking for in the award winners.
- 2 The Behlen alumnae group meets for one to two hours to discuss worthy candidates to nominate. The group examines the pros and cons of each person and comes to an agreement on one person to nominate.
- 3 The selected individual is presented to the leadership team for approval.
- 4 Once approved, the STEP Ahead alumnae will set a meeting to interview the nominee with questions that resemble the STEP Ahead Awards application. This process will take approximately one week to formulate the questions and schedule the interview.
- 5 An internal communications staff member will help write the nomination. Behlen employees have one month to write, edit and show the written nomination to the leadership team before submitting.
- 6 If selected, the nominee is notified. The rest of the company will be notified after the public announcement in March.

2022 STEP AHEAD AWARDS

Meet the STEP Ahead Team



Carolyn Lee
Executive Director

Carolyn Lee is Executive Director of The Manufacturing Institute, the education and workforce partner of the National Association of Manufacturers, the nation's largest industrial trade association.

In her role, Ms. Lee leads the Institute in its goal of supporting the manufacturing workforce of today and growing the manufacturing workforce of tomorrow. The MI does so through a variety of programs designed to excite, educate and empower—with a particular focus in four key areas: women, veterans, youth and lifelong learning.



AJ Jorgenson
Vice President, Strategic Program Engagement

AJ Jorgenson is the VP, Strategic Program Engagement at The Manufacturing Institute, the non-profit affiliate of the National Association of Manufacturers (NAM). In her role, Ms. Jorgenson develops and executes all strategic operations for the MI's Diversity and Inclusion pillar, and the MI's largest program, STEP Women's Initiative. She ensures that MI is the authority on the attraction, qualification, and development of world class manufacturing talent.



Sarah Shields
Director, Engagement Programs

Sarah Shields is the Director of Engagement Programs at the Manufacturing Institute, the workforce development and education partner of the National Association of Manufacturers. Ms. Shields serves as the day-to-day manager of the STEP Women's Initiative and supports the development and execution of the MI's Diversity and Inclusion workforce programs.



Serena Wong
Senior Manager, Program Operations

Serena Wong is the Senior Manager of Program Operations at the Manufacturing Institute, the workforce and education partner of the National Association of Manufacturers.. In her current role, Ms. Wong provides operational support across the MI and works with program leads to develop and execute external facing events.

2022 **STEP AHEAD** **AWARDS**

Nominations Open
August 2 – October 1, 2021

 themanufacturinginstitute.org/nominate