SCRIPPS COLLEGE OF COMMUNICATION

OUTSTANDING EMPLOYEE OF THE YEAR

NOMINATION FORM

Statement of Purpose

To acknowledge and recognize outstanding staff in the Scripps College of Communication who are setting standards for excellence and innovation which has the greatest impact on the College and the University by promoting unity, community, continuity and visibility. To award those employees who show outstanding individual achievement, contribution, innovation, and performance of their jobs and other related duties which have considerable impact within and beyond their own offices and whose efforts have inspired and supported the achievement of others. To provide awards to such employees by a means that is fair, with equal consideration of all eligible staff, regardless of position or level of responsibility within the College of Communication.

I WOULD LIKE TO NOMINATE:

Name of Staff Employee

Briefly describe how the employee meets the following criteria:

A. Contributes to the College and/or Unit above and beyond the employee’s specified job responsibilities.

B. Has demonstrated outstanding service to the College and/or Unit over a period of time.

C. Contributes to the College and/or Unit in uniquely creative or innovative ways.

D. Demonstrates outstanding leadership to the College and/or Unit.