



2022 CSSH Outstanding Staff Award

Criteria for Outstanding Staff Award

Individuals nominated for the CSSH Outstanding Staff Award will demonstrate a dedication to furthering a community of collegiality within and beyond CSSH and also furthering the Experiential Liberal Arts mission of the college and their units. This award is focused on the staff member who is an expert in their realm, and uses their talents to ensure students, faculty, and staff feel included in the CSSH community and are supported to accomplish their goals.

This award recognizes the outstanding CSSH staff member who partners effectively with others to achieve shared goals, who deploys their expertise and knowledge to help others, and who finds solutions to the most complex and thorny problems. Their contributions should be measurable and sustained. Examples include:

- Recognition for dedication to make things work—the “go to” person who often provides support to other staff and faculty so that they can provide ambassadorial service to students, faculty, and/or staff.
- Recognition for inclusivity and community building – those who further a culture of inclusion and sense of community at CSSH. The staff member who welcomes new colleagues and shares knowledge and resources to support their success.

Nomination Process: To nominate a staff member for the CSSH Outstanding Staff Award, please submit the following items in a single PDF:

- A letter of nomination that includes the nominee’s name, department, and title.
 - Group nominations are encouraged in the form of a letter with multiple authors. We encourage contributions from faculty, staff, and students.
 - Letters should include specific examples of how the nominee goes above and beyond the normal expectation of their position.
- A letter of support from the nominee’s supervisor (if not the nominator) is strongly encouraged but not required.
- Send your PDF to: Kathleen Kenney, Associate Director for Faculty Affairs & Human Resources Administration at k.kenney@northeastern.edu by **Wednesday, February 23, 2022.**

Individuals nominated in previous years but not selected are eligible for nomination. We particularly encourage nominations of these individuals.