**2021**

**Northern Arizona University
 President's Achievement Award**

Classified Staff or Service Professional Nomination Form

|  |  |
| --- | --- |
| Nominee Name: |       |
| Department: |       |
| Phone Number: |       |
| Box #: |       |
| Job Title: |       |
| Classified or Service Professional: |       |
| Date of Hire at NAU: |       |
| Employee ID (not SS#): |       |

Two references (in addition to the nominator) must be provided for the nomination to be complete. Each reference must provide a one page (maximum length) letter of reference in support of the nominee.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Nominator |       | Title |       | Email |       | Daytime Phone |       |
| Reference |       | Title |       | Email |       | Letter Attached |       |
| Reference |       | Title |       | Email |       | Letter Attached |       |

**Please provide specific examples of the nominee’s qualifications in the following areas:**

* Complete job mastery and performance that **far** exceeds Northern Arizona University expectations. *(300 word maximum)*

* Promotion of strong positive interpersonal relationships; works with others to create a sense of community in the workplace. (For example: strong work ethic, effective team member, etc.) *(300 word maximum)*

* Active support and loyalty to Northern Arizona University, its mission, values, and goals. (For example: demonstrates an awareness of and interest in the broader NAU perspective, etc.) *(300 word maximum)*

* Any other factors, not included above, that would support this person’s commitment to the university community and demonstrate why they deserve this award*. (300 word maximum)*

**By signing, signatories verify their endorsement of nominee.**

|  |  |  |
| --- | --- | --- |
| **Nominator** Signature: | (Print Name)       Box       | Date:       |
|  |
| **Supervisor**Signature:  | (Print Name)       Box       | Date:       |
|  |
| **Dean/Dir/Dept Head**Signature: | (Print Name)       Box       | Date:       |
|  |

Please submit the completed nomination form

(with all required signatures, electronic signatures will be accepted this year)

by **February 5 at 5:00 pm** to Ryan.E.Thomas@nau.edu or PresidentialEvents@nau.edu