



BERKELEY STAFF ASSEMBLY

---

## EXCELLENCE IN MANAGEMENT AWARD

*Celebrating 29 years*

### 2016-2017 CALL FOR NOMINATIONS

The Berkeley Staff Assembly's (BSA) Excellence in Management Committee seeks to improve the quality of life in the workplace by identifying and publicly recognizing outstanding managers and supervisors. The Excellence in Management award, now in its 29th year, provides an opportunity for career employees to acknowledge the exemplary contributions of their supervisors.

This year's theme, "Art of Mindful Gardening," recognizes supervisors who cultivate the growth potential of their staff and replenish their will to innovate and excel through these difficult times. Managers and supervisors are doing this in one or more of the following ways:

- Practicing gratitude as positive reinforcement
- Cultivating resilience in their team
- Nurturing professional growth in their team

The award is open to all levels of career employees who have had management or supervisory responsibilities for at least one year in their current positions. Individuals with academic titles are not eligible. Nominations must originate from staff directly supervised by the nominee and include supporting signatures from at least one-half of these staff. Nominations should be no longer than two pages. Individuals who won last year are not eligible for re-nomination this year.

**Nominations must be received by Friday, March 10, 2017.** Award recipients will be announced in April. The awards ceremony will be held in late spring. All staff are welcome to attend.

Please submit your nominations electronically to [eimawardnoms@berkeley.edu](mailto:eimawardnoms@berkeley.edu) or mail them to Elizabeth Geno, 711 Davis Hall, MC #1710. Electronic submissions are encouraged; feel free to send a video.

**For further inquiries contact the committee at [eimawardnoms@berkeley.edu](mailto:eimawardnoms@berkeley.edu)**

#### **2017 Excellence in Management Committee:**

Camille Fernandez, Elizabeth Geno, Susie Hill, Maria Kies, Jeanette Robinson

A nomination form is attached. It may also be downloaded from the BSA website:

<http://bsa.berkeley.edu/committee/excellence-management-committee>



2016-2017 EXCELLENCE IN MANAGEMENT AWARD  
NOMINATION FORM

This year’s **Excellence in Management** theme, “**Art of Mindful Gardening**” recognizes supervisors who cultivate the growth potential of their staff and replenish their will to innovate and excel through these difficult times. Managers and supervisors are doing this in one or more of the following ways:

- Practicing gratitude as positive reinforcement
- Cultivating resilience in their team
- Nurturing professional growth in their team

Nominee name \_\_\_\_\_ Phone number \_\_\_\_\_

Payroll title \_\_\_\_\_ Email address \_\_\_\_\_

Department name, address, Mail Code \_\_\_\_\_

Nominator/Department contact \_\_\_\_\_

Phone number \_\_\_\_\_ Email address \_\_\_\_\_

**A complete nomination application includes:**

- A. This nomination form
- B. A nomination letter or short video that describes how individuals in the unit benefit from your supervisor’s role in the unit or department. Include specific examples telling us how your nominee’s actions fit this year’s theme.
- C. A departmental organization chart showing your supervisor’s role in the unit or department.
- D. A sheet with clearly printed names and signatures of the staff supporting the nomination. The list must include at least 50% of staff supervised by the nominee.

We grant a limited number of awards each year. Everyone nominated is not guaranteed to be selected. All decisions will be announced by email.

Please submit your nominations electronically to [eimawardnoms@berkeley.edu](mailto:eimawardnoms@berkeley.edu) or mail them to EIM Committee Member Elizabeth Geno, 711 Davis Hall, MC #1710. Electronic submissions are encouraged.

**Deadline for Submission: Friday, March 10, 2017**