



BERKELEY STAFF ASSEMBLY

2016-2017 EXCELLENCE IN MANAGEMENT AWARD NOMINATION FORM

This year's **Excellence in Management** theme, "**Art of Mindful Gardening**" recognizes supervisors who are supporting their unit's efforts to excel together. 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:

- This nomination form
- 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.
- A departmental organization chart showing your supervisor's role in the unit or department.
- 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 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