

## **Faculty of Agricultural and Food Sciences Support Staff Awards**

(Approved by Faculty Council, November 2010)

The Faculty of Agricultural and Food Sciences is committed to excellence in education, research and service. The contributions of our Faculty's support staff are a valued component of this commitment and worthy of recognition. Therefore, Faculty Council has established two annual awards to recognize outstanding contributions by Faculty of Agricultural and Food Sciences support staff.

The Faculty of Agricultural and Food Sciences Support Staff Award is for outstanding contribution by a support staff member or team to the Faculty of Agricultural and Food Sciences and the University of Manitoba. Up to two awards will be offered annually to honour an individual or team who has made a difference in one or more of the following areas:

- educational experience of Faculty students
- research and research training
- service
- outreach

### **Eligibility**

The award is open to all full-time and part-time support staff employed within the Faculty of Agricultural and Food Sciences, who will normally have had at least two years of service at the time of nomination. The recipient(s) of the award will not normally be eligible for a further award for five years.

### **Criteria**

Nominators are asked to specify the area(s) for which the support staff member or team is being nominated. Any time period from time of appointment to the Faculty may be considered for the nomination. If the nominee has previously received this award, the time period to be considered would be since the previous award.

It is expected that the following list of criteria will be among those considered by the nominators and by the Selection Committee (Faculty Executive). Nominators may refer to the following criteria in developing their case:

1. demonstration of excellence in overall work performance,
2. promotion of positive morale through a congenial, supportive attitude and by providing service to others,
3. putting forth an effort to improve self as well as to develop and recognize others,
4. exhibit initiative and creativity resulting in improving operating efficiency of a work unit or the Faculty/University as a whole,
5. enhancing the image of the unit and or Faculty/University,
6. being a team player, and
7. other worthy contributions.

Distinctive achievement for all criteria will constitute the strongest case for selection. The Selection Committee, however, will be cognizant of particular outstanding achievements of any one criteria.

**Nomination Procedures:**

The call for nominations will be sent to all staff and students in the Faculty of Agricultural and Food Sciences. Nominations may be made by any member of the Faculty (Academic staff, Support staff, Students) or member of the community.

Please download, read and submit the original Nomination Form and all additional information.

**Due date May 15<sup>th</sup>**

Please forward the nomination form and all additional information to:

[Rachel.Sydor@umanitoba.ca](mailto:Rachel.Sydor@umanitoba.ca) and include subject heading:

FAFS Support Staff Award Nomination.

**Selection Process:**

The Faculty Executive Committee is responsible for reviewing the nominations and selecting the award recipients.