



MASEA
2012 STUDENT EMPLOYEE OF THE YEAR
GUIDELINES

National Student Employment Week April 9-15, 2012

Eligible Students:

All students employed through the student employment program of institutions with at least one member of MASEA and/or NSEA. This may include students working off campus in community service or tutoring programs at the institution's discretion. Resident advisors, graduate assistants and teaching assistants are not eligible, unless they are employed through the student employment program.

Eligible Terms of Employment:

Students must have been employed for a minimum of 3 months full-time or 6 months part-time between July 1, 2011 and June 30, 2012 (anticipated).

Selection Criteria

Students will be evaluated on the following qualities:

1. Reliability
2. Quality of Work
3. Initiative
4. Professionalism
5. Uniqueness of Contribution

(In case of a tie, uniqueness of contribution should be the deciding factor.)

Winners

A committee of MASEA members will select one winner for each state in our region. State winners will then be considered for the MASEA regional selection and sent to NSEA. One national winner will be selected from the four regional candidates.

Awards: *(Institutions are encouraged to provide additional honors and awards, if possible.)*

- Each campus winner will receive a certificate and congratulatory letter from MASEA
- State winners will receive a certificate and check for \$75.00
- The MASEA regional winner will receive a plaque and a check for \$150.00
- The MASEA winner will be submitted for the NSEA Student Employee of the Year Program.

DRURY UNIVERSITY
NOMINATION FORM
2012 Student Employee of the Year

Student's Name:

Student ID:

Permanent Address :

Local Address:

Phone:

Phone:

Nominee's Job Title and Job Description:

Length of time nominee has been employed in the position:

Please describe the accomplishments of the nominee that you feel qualify him/her to be considered for the award of Student Employee of the Year. Please keep the following in mind: *reliability; quality of work; initiative; professionalism and uniqueness of contribution.* (Use additional space as needed.)

Name/Title of Nominator:

Department:

Signature:

Date:

Please return to: **Crystal Ponder, Burnham 107**

Campus Deadline: **February 17, 2012**