Distinguished Staff Award Nomination Form

Submit completed nomination packages to:

Judi Murphy, Human Resources
Burnham Hall, Room 107

Please turn this in on or before Nov. 20

1. **Nominee's Name:** _____
   First Name Last Name

   Position Title: _____ Department: _____

   Telephone Extension: _____ Email Address: _____

   Date regular full-time Drury employment began: _____
   Month Day Year

2. **Cite specific accomplishments and services of the nominee. In your nomination statement, consider the following nomination criteria as recipients will be selected on the merits and strengths of the following contributions:**

   - Enhancing the quality of work-life in ways that make a significant difference for colleagues or customers.
   - Providing outstanding and ongoing excellence in services to faculty, staff, students, and/or other customers.
   - Developing creative solutions to problems that result in significantly more effective and efficient department or university operations.

   (Nomination statement should be no more than three pages in length.)

3. **Submit this nomination form, your nomination statement, and three letters of support from individuals representing our diverse group of colleagues/customers who have personal knowledge of and who have benefited from the nominee's services.**

Date submitted: _____	Contact information for the person making this nomination (PLEASE PRINT):
	First Name _____ Last Name _____
	Telephone Extension: _____ Email address: _____

Thank you for submitting a nomination in honor of your Drury staff colleague!