2017 STUDENT EMPLOYEE OF THE YEAR
GUIDELINES

Eligible Students:
All students employed in Student Worker or Work Study positions. Graduate assistants and teaching assistants are not eligible.

Eligible Terms of Employment:
Students must have been employed for a minimum of 6 months between July 1, 2016 and June 30, 2017 (anticipated).

Nomination Form

Selection Criteria
Students will be evaluated on the following qualities:
1. Dedication and professionalism
2. Responsibility/reliability
3. Initiative/creativity
4. Uniqueness of the student employee’s contribution.

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

Please address all 4 criteria specifically in your nomination letter so that the selection committee can more effectively compare the candidates.

Selection
The nomination letters will be read and evaluated by a committee made up of campus staff who deal with student employees in one way or another. No person working with any of the nominated students will be on the committee. The committee members will each evaluate the nomination letters and assign them points according to the criteria listed above. The committee will then meet to discuss their evaluations of the nominating letters and review their votes to choose the Student Employee of the Year. In case of a tie, the criteria of “uniqueness of the student employee’s contribution” will be the deciding factor in the committee’s final vote.

Award
The student or students chosen as the Student Employee of the Year will receive a monetary award and a plaque.

Ceremony
The Student Employment Reception will be held on Thursday, April 27, 2016 at 3:00 pm in the Milo Bail Student Center Ballroom. The event is open to the entire campus community.