

EL CAMINO COLLEGE COMPTON CENTER 2013 DISTINGUISHED STAFF AWARD

The El Camino College Compton Center Distinguished Staff Award is presented annually to a staff member whose contributions demonstrate commitment to academic excellence, professionalism, and outstanding service to El Camino College Compton Center and its students.

You are invited to participate by nominating the staff member you believe best exemplifies the above qualities. Nominations may be submitted by any member of the college community, students past and present, or persons in the community-at-large. Staff members may also nominate themselves.

The recipient will receive a specially designed medallion, a monetary award (\$500) from the Compton Community College District, his or her name on a permanent plaque, recognition at the Faculty & Staff Appreciation event, and recognition at Commencement.

ELIGIBILITY

Any current permanent classified staff member represented by CCCFE (Classified Unit) or who is a confidential employee is eligible.

EVALUATION CRITERIA

Nominees will be evaluated on the basis of a demonstrated record of:

- service to students and to El Camino College Compton Center
- professionalism when working with employees, students, and the community
- professional growth and/or community service

All of the nominee's contributions will be considered, although emphasis will be placed on the nominee's service/activities during the past five years.

NOMINATION REQUIREMENTS

- completed Nomination Form by Nominator
- resume of the nominee or current background statement (provided by nominee)
- supporting documentation (no more than four pages)

SELECTION COMMITTEE

One committee member will be appointed by the President of CCCFE (Classified Unit). The committee is comprised of one member from CCCFE, one confidential employee, and one student representative and is chaired by the Dean, Human Resources or designee. Through consensus, the committee will forward its recommendations to the CEO (Compton Community College District).

Materials submitted will NOT be returned. Send all materials in a sealed envelope to:

2013 Distinguished Staff Award
c/o Human Resources Office
El Camino College Compton Center
1111 E. Artesia Blvd
Compton, CA 90221
OR Via Email to rsasser@elcamino.edu

Nominations must be received in the Human Resources Office no later than 4:30 p.m., Friday, April 19, 2013.

**EL CAMINO COLLEGE COMPTON CENTER
2013 DISTINGUISHED STAFF AWARD
NOMINATION FORM**

Nominee _____
Name Department/Division

Nominator _____

Nominator's Telephone No. or Extension: _____

Nominees will be evaluated on the basis of the nominator's response to the following questions/comments in addition to the nomination materials.

1. Tell us about his/her exceptional contribution to the Students and to El Camino College Compton Center.

2. How has the employee demonstrated his/her desire for professional growth? (i.e. attending workshops, conferences, furthering education, volunteering)

3. How does the employee demonstrate professionalism when working with employees, students, and the community?

4. Additional comments: