

Nomination and Award Information

Civil Service/AFSCME Clerical/Technical/Teamster Distinguished Service

General Purpose:

To promote and recognize excellence in job performance among civil service/AFSCME Clerical/ Technical and Teamster employees.

Award:

One (1) stipend of \$250, and an individual plaque.

For Whom/Eligibility:

All University of Minnesota, Crookston Campus civil service/bargaining unit employees. A minimum of two (2) years of full-time (75 percent or above) employment at the University of Minnesota, Crookston Campus. No individual may receive the award more than one time during their employment. Length of service shall not be a major criteria for selection.

Nominations:

Nominations may be made by University of Minnesota, Crookston Campus administrators, faculty or staff. Individuals nominated, but not selected in prior years, may be re-nominated.

Process:

- 1) Confirm with person to be nominated.
- 2) **Nominator** completes award application and submits two letters of recommendation. Application should be sent by **April 15, 2022**.
- 3) The award application needs to include the following:
 - a) First and Last Name
 - b) University Work Experience
 - c) Job Performance (*Examples of loyalty, creativity, and productivity on the job*)
 - d) UMC Service (*List clubs, committees, organizations, etc. in which nominee has participated*)

Send To:

Completed award application and two letters of recommendation should be emailed to: Ken Mendez (mende089@crk.umn.edu).

Selection:

Shall be comprised of a committee of former recipients.

Recommendations:

Two letters of recommendation must be included with this application. Comment on extraordinary contributions, people skills and commitment to excellence.

Questions:

Contact Ken Mendez if you have questions.