



## **Outstanding UMBC Staff Award**

*A UMBC Recognition Award for University Staff*

The Graduate Student Association has established an Outstanding UMBC Staff Award to honor a UMBC staff member who strives, during their time at UMBC, to aid graduate students in their academic and professional pursuits. The award is presented at the Annual Graduate Student Association Awards Banquet. The recipient of the award receives a \$250 honorarium and his/her name on the showcase plaque in the GSA Office. A committee of graduate students will accept and review the nominations before the final senate meeting of the academic school year.

### **Requirements**

Any current graduate student, faculty, or staff member may nominate any staff person who is currently working for a department that services graduate students at UMBC.

The nominator must complete the following:

- Complete the information sheet
- Write a 250 word or less essay on why the nominee is deserving of this award
- Submit a 1 paragraph recommendation from a supervisor

The nominator's essay should address why the nominee meets the qualities of an outstanding staff member such as the level of service provided to graduate students, the level to which the staff member communicates with graduate students on issues specific to either that department, the graduate school, or UMBC at large, and the amount of support, guidance and encouragement given to graduate students in their departments or the graduate student body at large.

**It is the responsibility of the person making the nomination to collect all of the required information and submit it in one packet to the GSA office.**



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**Information Sheet**

*To be completed by the nominator*

(Please type or print)

**Nominator's Information:**

Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

**Nominee's Information:**

Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Campus Phone Number: \_\_\_\_\_

