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George A. Smathers Libraries Superior Achievement Award

Overview

This Superior Accomplishment Awards program annually recognizes up to ten employees for outstanding performance and significant contributions toward the goals and objectives of the University of Florida George A. Smathers Libraries.

Award

Awards are announced at the Libraries' annual convocation and include a cash prize (SRA Committee recommends \$1000) and a framed certificate or plaque.

Eligibility

A nominee must be a USPS, TEAMS or faculty employee of the George A. Smathers Libraries who has been employed by the Libraries for at least one full year prior to the nomination deadline. Both full and part-time employees are eligible. Excluded from consideration are awardees from the previous 2 years and Library staff involved in the current year's selection process.

Criteria

Nominees should have a record of outstanding performance and achievement towards the goals and objectives of the George A. Smathers Libraries. The Recognition Committee will consider the following:

- Outstanding service to internal and external Library clientele
- Dedication to the job, the Libraries and the University
- Leadership, initiative, and/or creativity towards achieving Library goals and objectives on the unit, department, division, and Library-wide levels
- Impact of the nominee's contributions

Process

Nominations must include:

- A completed nomination form (self-nominations and "group" nominations are acceptable)
- A signed statement/letter supporting the nomination and detailing how the nominee meets the criteria for the award

Nominations will be forwarded to the Recognition Committee for evaluation against the selection criteria, including the current year Library Goals & Objectives. The committee will submit all nominations to the Library Directors with recommendations for up to 10 Superior Achievement Awards. The Library Directors will have final approval. Awards will be announced at the Convocation in late spring or early summer.

All staff members receiving nominations will be notified of the nomination.

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**George A. Smathers Libraries
Superior Accomplishment Award**

Nomination Form

I/We wish to nominate the following person:

Nominee: _____

Title: _____

Dept/Unit: _____

Nominated by:

Name(s): _____

Title: _____

Dept/Unit: _____

Phone/Email: _____

Submit this nomination form and supporting material to:

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**University of Florida
George A. Smathers Libraries
Superior Accomplishment Awards**

Below are some questions to assist in formulating a nomination. This list is not meant to be comprehensive.

Why are you nominating this person?

What, in your opinion are the outstanding accomplishments of this person in the past year(s)?

How do the nominee's efforts and accomplishments relate to departmental, division, and Library-wide goals?

How has the work of this person affected you and/or your department?

How will the work this person has done in the past affect you, your department, or the Libraries in the future?

What unusual technical expertise has this person demonstrated in the past year?

What leadership skills has this person demonstrated in the past year, and to what result?

What communication skills has this person demonstrated in the past year, and to what result?

How has this person used their knowledge of the Libraries and/or subject discipline in their work?

How has this person used recent professional training in their work?

How has this person shared his/her knowledge and expertise with others in the Libraries/University/Profession?

How has this person promoted cooperation between coworkers, departments, divisions and/or University departments/offices?

How has this person mentored faculty and staff?

How has this person demonstrated flexibility when dealing with change in the Libraries?

How has this person balanced competing, but worthy goals?

What else do you think the Recognition Committee should know about your nominee?