

Human Resources Distinguished Service Award for Leadership

Purpose

To recognize a permanent staff member who has a consistently proven record of leading and working collaboratively, engaging faculty and staff, furthering the development of a respectful work and learning environment and culture and building strong relationships and partnerships that enable the University to implement its strategic plan and related initiatives effectively.

Up to one *Human Resources Distinguished Service Award for Leadership* will be awarded in any given year when merited. It will include both a Certificate of Recognition and a cash award of five hundred dollars (\$500). This award is presented at the President's Annual Holiday Celebration in December.

Eligibility:

- Staff members should be active on-going employees with at least 10 years of service at the University.
- All permanent employees with benefits entitlement are eligible.

Criteria Guidelines:

The award recipient will have demonstrated a majority of the following characteristics*:

- Champions a people-focused engagement approach and truly cares for others
- Devotes him or herself to serving the needs of the members of the University
- Listens and builds a sense of community through compassionate, collegial and mutually respectful relationships
- Builds consensus within groups through his/her powers of persuasion and credibility
- Embodies trust in all her/his actions
- Focuses on meeting the needs of those that he/she leads
- Promotes an environment of teamwork and collaborative decision making
- Develops employees to bring out the best in them and facilitates personal growth in all those who work with her/him
- Facilitates success by 'leading from behind', without seeking reward or recognition
- Wears her/his sense of humour as a valued facet of his/her character

**The above list of characteristics is based upon the concepts of Servant Leadership as developed by Robert K. Greenleaf, 1970.*

Administration of This Award:

- Application Forms and Endorsement Forms are available from the Office of Human Resources/EHS or at www.brocku.ca/hr-ehs/employment-resources
- Nominations must include a completed application form from the nominating person along with three additional endorsement forms of support.
- Any member of the Brock Community may submit or support a nomination. (Nominators/Referees should nominate or support **only one** person in any given year).

Selection Committee:

- A committee, comprised of six (6) persons as follows: at least one (1) OSSTF member, one (1) CUPE 1295 member, one (1) BUFA member, one (1) SAC member and one member of the Administrative/Professional staff group, will review all applications and make recommendations to the President. The Manager, Human Resources or his/her designate shall Chair the committee. The Benefits Officer shall serve as secretary to this committee.
- The committee will meet in November of each year to review applications for the awards and make recommendations to the President based on the criteria established and referred to in the nomination form. The Chair of the committee will also solicit feedback on behalf of the committee from the staff member's immediate supervisor and division head.

Please forward Nomination and Endorsement Forms to Human Resources and Environment, Health & Safety by 4:30 p.m. on Friday October 29, 2010 in a sealed envelope marked "**CONFIDENTIAL - HUMAN RESOURCES DISTINGUISHED SERVICE AWARD FOR LEADERSHIP NOMINATIONS**". If you have any questions please contact Marg Skeoch at Extension 4266.

Note: This award was established to celebrate the outstanding achievements in leadership of Pauline McCormack. The inaugural award (December, 2009) was awarded to Pauline.