



## Triple C Staff Recognition Award

### What It Is

The Triple C Centennial Recognition Award is an annual award that honors employees who set a high standard for others through their

- Caring
- Commitment and/or
- Creativity

The award is intended to recognize outstanding employees for their personal and professional contributions in the realm of helping and inspiring students and/or co-workers to perform at high levels. The award also is a means to enhance public awareness of the positive efforts put forth by employees above and beyond the scope of their job.

*Any employee, regardless of job title or classification, is eligible.*

### Criteria

Nominees will be judged according to their contribution in any one or more of the following areas:

- Enthusiasm & commitment to helping students or colleagues improve their performance
- Initiative, creativity and/or resourcefulness in coming up with or carrying out ideas for improving school programs or services
- Willingness to be involved in helping others or organizing projects/activities that benefit our schools and the people who are part of them.

### Nomination Process

- Any staff or community member is eligible to nominate or co-nominate an individual
- Nominations should be legible and **not exceed five standard (8.5x11) pages**

### Selection Process

A committee representing all employee groups, including last year's winners, will screen the nominations. The committee will determine how many awards will be granted and select the individual recipients. Winners will receive a personal plaque and have their names and pictures displayed in the district office.

**nomination deadline: Noon Friday, April 26th**

**Please submit all nomination forms to Carol Fenstermacher at the district office,  
carol\_fenstermacher@csd28j.org**

# Centennial recognition award

## Nomination Cover Sheet

Name of nominee \_\_\_\_\_

Assignment (job) \_\_\_\_\_

School \_\_\_\_\_

Years in district \_\_\_\_\_

Name of nominator/s  
\_\_\_\_\_

### ATTACH YOUR NOMINATION INFORMATION

There are no specific requirements for what is included in the nomination materials. However, nominations need to focus on the following criteria and include SPECIFICS.

#### **I. Describe the contribution this staff member has made to students, colleagues or others in the Centennial School District based on any of these criteria:**

- Enthusiasm & commitment to helping students or colleagues improve their performance
- Initiative, creativity and/or resourcefulness in developing/carrying out ideas for improving school programs or services
- Willingness to be involved in helping others or organizing projects/activities that benefit our schools and the people who are part of them.

**Cite specific examples to support your statement.**

#### **II. Describe any other factors that support your nomination, such as (but not limited to) relationship with other staff members/public or accomplishments that distinguish this individual as someone who has made a significant difference to the Centennial School District. Think about such things as:**

- Willingness to share expertise in order to help others learn
- Willingness to collaborate as a team member, supporting others' efforts
- Concern for/commitment to endeavors beyond the scope of their specific job.

#### **Tips:**

Here are some ideas for making a nomination more compelling:

- Use specific anecdotes
- Incorporate quotes from kids or colleagues that support the content of the nomination
- Use creativity or humor
- Emphasize the uniqueness of the individual

☐ What distinguishes this person's contributions from others who do good work?

☐ What does this person do that people wouldn't necessarily expect someone to do in that particular job position?

**Remember:** Triple C is intended to honor employees whose actions really make a difference in the success of their colleagues, their students or others associated with Centennial schools. Think in terms of the positive impact on people around them.