HIDDEN HERO RECOGNITION AWARD

Nomination Form

**Purpose:** This award is to recognize and honour employees who support others and provide excellent service, behind the scenes – the Hidden Hero. This nomination is for an individual only.

- Complete all sections of form – please type in the boxes provided (they expand to fit text). Total of Sections 1 – 3 must NOT exceed 600 words.
- Include up to 3 letters of support (maximum 250 words each).
- Submit electronically to: staffaward@exec.uoguelph.ca by May 1.

**Name of Nominee:**

Department:

Position/Title:

Email: Extension:

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**Lead Nominator:**

Department:

Position/Title:

Email: Extension:

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**Second Nominator:**

Department:

Position/Title:

Contact Information:

Email: Extension:
**Section 1:** Please briefly describe the role of the Nominee at the University of Guelph.

**Section 2:** Please describe and give specific examples of the Nominee’s exemplary work behind the scenes to support the work of her/his colleagues. Be sure to include the depth and breadth of the impact of the Nominees actions, service or achievements. The examples should demonstrate one or more of the section criteria:

- Exemplary commitment to the University of Guelph and its mission of “excellence in teaching, research and service”.
- Unexpected, unusual, or new/high standard of excellence above and beyond what is normally expected in their job.
- Actions make an outstanding contribution to the University community.
Section 3: Please give specific examples of how the Nominee mentors, motivates or inspires others to provide excellent support.