

Student Employee of the Year Nomination Form

Thank you for taking the time to recognize and honor an FSU student employee. This include Federal Work Study students, OPS students, interns, research assistants, and volunteers, etc. To nominate a student for consideration, please fill out the form below in its entirety.

All nominees will be selected for the following awards:

- Torch Award (Customer Service Excellence Category)
- Vires Award (Initiative Category)
- Artes Award (Critical Thinking Category)
- Mores Award (Professionalism Category)
- Tony DiBenedetto Student Employee of the Year Award (Overall Undergraduate Winner)
Tony DiBenedetto Student Employee of the Year Award (Overall Graduate Winner)

Department

Nominator Position Title

Nominator Email address

Student Employee Information

Enter your student nominee's information in the following questions

Student Employee Name

Academic Classification

- Undergraduate Student
- Graduate Student

Student Employee Email Address

Student Employee Department

Student Employee Position Title

Criteria

For FSU students to participate and be nominated for the awards above, they must meet the minimum qualifications: Degree-seeking student (undergraduate or graduate) currently enrolled in a minimum of 6 credit hours Nominees may be undergraduate/graduate students as Student Assistants, Federal Work Study, Student Interns, Student Ambassadors, or Graduate/Teaching/Research Assistants, etc.

Must be:

- Employed by Florida State University for a minimum of 3 months at time of nomination
Students must be in good academic standing with the university
- Pursuing degree at either FSU Tallahassee, FL or FSU Panama City, FL campuses.

All Students Nominated and meeting the above criteria will be considered for Overall Awards, and awards recognizing Professionalism, Initiative, Critical Thinking, and Customer Service. Please include information in all categories in order for your nomination to be considered.

Please describe the Student Employee's demonstration of each skill.

Be descriptive! The Selection Committee will use what is written here to pick the winner of each category and the overall winners. For an example of a quality nomination, see the Awards and Nominations section of the SEOTY website - <http://career.fsu.edu/Faculty/SEOTY>.

Professionalism

Provide an example of the nominee's professional work style and leadership skills. How have they developed throughout the duration of their employment? How have their leadership skills and work style improved the office or department functions?

In any work environment, it is integral for an employee to understand and utilize the technology frequently used on the job. Provide an example of how the nominee utilizes technology to support their work. How has the nominee demonstrated great work ethic utilizing technologies to support or exceed their work responsibilities? How did the nominee use technology to maintain a high standard of professionalism?

Initiative

Provide an example of how the nominee takes initiative to go above and beyond the expectations listed in their job description. How did the nominee see a need/gap, presented a solution and executed it for the benefit of the office, students, or University?

Initiative in the workplace extends into drive for team success in a work environment. Provide an example of a time they took initiative as team player to drive a project or team success. How has the nominee taken into consideration the thoughts and ideas of their fellow employees in order to move the team toward success?

Critical Thinking

Provide an example of how the nominee demonstrates critical thinking skills. How do they use this skill, as well as any other strong attributes they possess, to enhance their work?

Critical thinking is key in day-to-day work but also in setting long term goals. Provide an example on how the nominee sees the bigger picture of how their work ties into their future career or post-graduation goals. How does the nominee self-advocate for opportunities in the workplace?

Customer Service

How has the nominee demonstrated customer service and what positive impact has it had in the office or department? A customer service role is often all about how well one communicates with other people. How has the nominee demonstrated efficient written and verbal communications skills in their role?

Cultural fluency is an integral part of any position, especially when working with individuals with different backgrounds, values, and ideas. Provide an example of how the student employee has gone above and beyond to create an environment of inclusivity and has the ability to understand individual differences in the workplace.

Thank you!

Click the green "Save & Exit" button below to save your nomination. Once you save your nomination, you will need to complete the submission step.