

2017-2018
Jack Breslin
Distinguished
Staff Awards

Nomination Deadline:
October 25, 2017



NOMINATION FORM

- Complete the following nomination form. Type or print the nomination form in black ink. Attach additional sheets if necessary.
- Inclusion of **up to three** letters of support will be accepted.
- Please **do not** notify the nominee of the nomination.
- For assistance or questions regarding the form or process, please call 517-353-4434.
- Submit a **complete set** of the nomination form and attachments by 5 p.m. on October 25, 2017 to:

Jack Breslin Distinguished Staff Awards Selection Committee
c/o MSU Human Resources
1407 S. Harrison Road
Room 110 Nisbet Building
E. Lansing, MI 48823

OR

- Email serviceawards@hr.msu.edu with a complete nomination form and attachments by 5 p.m. on October 25, 2017.

Selection Process Notes

- Individuals may be nominated by any member of the university community (co-worker, supervisor, faculty or student). Nominations by co-workers are encouraged.
- A nominee must be a regular, active employee with at least five years service to Michigan State University in a support staff position.
- Eligible support staff employee groups are APSA, APA, CT, CCLP, 1585, 999, 324, 274, Nurses and Non-Union. Temporary employees, past recipients and current selection committee members are not eligible.
- Distinctive achievement in each of the four rating categories will constitute the strongest case for selection. The selection committee will be cognizant, however, of particularly outstanding achievement in any one area.

Nominee's Name: _____

Nominee's Department: _____ Position: _____

Nominee's Work Address/Phone: _____ Email address: _____

Employee Group: APSA APA CT CCLP 1585 999 324 274 Nurses Non-Union

Nominee's Supervisor: _____ Phone number: _____

Your Name: _____ Department: _____

Work Address/Phone: _____ Email address: _____

Home Address/Phone: _____

Your Employee Group: _____

Please describe nominee's job duties: _____
