



## **SAMU Part-Time Employee of the Year Terms of Reference**

### **Award Description**

This award is presented to a part-time employee who has demonstrated an outstanding contribution to SAMU through their vision, dedication to students and/or staff, and commitment to the long-term success of the organization.

One award is available each year. Presentation of the award occurs at SAMU's annual recognition event.

The successful nominee receives \$250 and a certificate of achievement.

### **Eligibility**

Nominees must be current part-time SAMU employees.

### **Criteria**

Nominees actively help SAMU achieve its goals.

Nominees support students and fellow employees.

Nominees focus on realizing the SAMU guiding principles, mission, vision, and strategic plan.

### **Nomination and Selection**

Eligible employees may be nominated by other SAMU employees, MacEwan University students, faculty, or staff, or other persons knowledgeable on the employees' contributions and commitment to SAMU.

Awards Sub-Committee considers written nominations, and manager feedback if required.

The final decision on who receives the award is made by Awards Sub-Committee.