

WIN LUNCH FOR YOU AND YOUR SUPERVISOR!

XU Supervisor of the Year Nomination Form

This award is designed to recognize faculty, staff and community service job site supervisors who employ students and serve as their supervisors and mentors. Through their leadership and example, these outstanding employers influence student's lives, academic success and career aspirations. *Employers are rated on their leadership and mentoring abilities, providing new skill and development opportunities and real experience that will translate beyond Xavier University.*

- The winning supervisor and all nominees will be announced in April during National Student Employment Week (April 11-17, 2010).
- All nominees and nominating students will receive a certificate of appreciation.
- The winning XU Supervisor of the Year and nominating student will win lunch together off-campus!

To nominate: Any student involved with the Student Employment program can nominate their supervisor. The nominating student must be directly working with the supervisor. Complete both Part I and Part II of this form, and submit to Judy Brown, Student Employment at Gallagher Student Center RM 310, Mail Location 2131. If you have any questions, feel free to contact Judy at 4880 or Vicki Clary at 745-4881. **Deadline: March 30, 2010!!**

PART I: Supervisor and Student Information

Supervisors Name _____
Last First

Supervisor's Dept. or CSJP Site _____

Supervisors Phone# _____

Nominating Student's Name _____
Last First

Student Position/Title _____

Student Phone# _____ Student Email _____

Student Address: _____

XU Supervisor of the Year Nomination Form

PART II: Nomination Questions

Please describe the accomplishments of your supervisor, which you feel qualify him/her to be considered for the award of Supervisor of the Year. Be sure to cite reasons for the nomination when answering each of the following three questions. Maximum length for each answer should be 200 words or less.

Tell us how your supervisor has:

- 1. Helped you to develop skills and technical knowledge (i.e. computer programs, event planning, front desk operations, organizational skills, etc.)...**

Tell us how your supervisor has:

- 2. Helped you to develop professionalism by being a professional role model (i.e. communication skills, initiative, decision making ability, customer service skills, punctuality, professional dress, email etiquette, phone etiquette, etc.)...**

Tell us how your supervisor has:

- 3. Influenced your life, your academics or your career aspirations...**