

Nomination Form: Staff Excellence in Community Service Award

Deadline: Friday, October 22, 2021 at 5:00pm

The Excellence in Community Service Award annually recognizes two full-time staff at Missouri State University who demonstrate 'living the public affairs mission' outside the workplace and make an outstanding contributions to the community for which they live. This award is intended to recognize employees who volunteer their time in significant ways outside of their paid, university positions.

To be eligible for the award, nominees must have 3 years full-time employment at MSU at the time the nomination is submitted. Staff recipients will be formally presented at the annual staff recognition event.

Staff Information

Nominee Name: _____ Phone: _____

Campus Address: _____

Position: _____ Department: _____

In 250 words or less, please submit a letter of recommendation, in addition to this form, describing the nominee's volunteer activities. The selection committee is looking for a simple, direct description of how the individual's efforts contribute to the quality of life within their community. Letters should list the type(s) of volunteer activity(s), the extent of their involvement (years of service, offices held, project involvement, etc.) and the significance of their actions to the organization(s) and/or community. Specific examples are welcome.

Those who have been nominated, and meet the eligibility requirements, will be given an opportunity to submit additional information and/or resources about their volunteerism prior to their nomination being submitted to the selection committee.

Nominator's Name: _____

Address: _____

Phone: _____ E-mail: _____

Mail, email or deliver to:

Staff Excellence in Community Service Award
c/o Stacey Trewatha-Bach
Missouri State University
Office of Public Affairs Support
901 S. National, Meyer Library 202-J
Springfield, MO 65897
Phone: 417-836-8832 Email: staceytrewatha@missouristate.edu