



## 2017 Zacharias Distinguished Staff Award Nomination Form

**Instructions:** Complete all sections to the best of your knowledge. To best demonstrate the qualifications of your nominee, provide as much information and as many examples as possible. If you are unsure, ask the nominee for assistance. **Forms are due by March 31.** If additional space is needed, attach an additional sheet. Support letters are not required, but can be included. A maximum of five (5) total pages, including the nomination form, are allowed. Additional pages will not be reviewed.

Nominee: \_\_\_\_\_

Department: \_\_\_\_\_

Job Title: \_\_\_\_\_

Mail Stop: \_\_\_\_\_

- **Exemplifies professionalism and dedication to MSU by performing beyond the call of duty to improve the service, quality, and image of the department/unit.**
  
  
- **Serves as a positive role model for faculty, staff, and/or students.**
  
  
- **Demonstrates outstanding accomplishments of significance based on initiative, cooperation, and ability to perform job successfully.**
  
  
- **Demonstrates a high degree of competence and expertise.**
  
  
- **Works beyond the boundaries of the job by participating in university activities or community service projects. This could include church activities or K-12 school activities.**

Nominator: \_\_\_\_\_

Signature: \_\_\_\_\_

Department: \_\_\_\_\_

Mail Stop: \_\_\_\_\_ Phone #: \_\_\_\_\_

Send form to Marc Measells at Mail Stop 9681, Department of Forestry, Mississippi State, MS 39762, or email it to him at [mkm2@msstate.edu](mailto:mkm2@msstate.edu). Awards will be announced at the Luncheon in the Junction/Staff Appreciation Day on Friday, May 12.