

This is a PDF example of what will be collected in the online submission. Do not email this form as it will not be considered for the award. All submissions must be received online.



Midwest Association of Student Employment Administrators
2020 Student Employee of the Year

CAMPUS NOMINATION FORM

Student Nominee's Name: _____ Student ID#: _____ Length of employment: _____

Nominator's Name: _____ Nominating Department: _____

Nominating Institution: _____ Submitting MASEA Member: _____

MASEA Member Phone: _____ MASEA Member Email: _____

Please Note: All letters and awards will be sent directly to the submitting MASEA member for distribution to your student.

MASEA Mailing Address _____ City _____ State _____

Name of Institution President: _____ Student Email: _____

Total number of nominations received at your institution: _____

Eligibility Criteria

- The Student Employee of the Year (SEOTY) competition begins with supervisors nominating outstanding student employees at the institutional level. Nominations then move on to state, regional and national levels to be considered.
- Student employees must have worked a minimum of six months part-time or three months full-time between June 2019 and May 2020.
- Graduate and Teaching assistants are ineligible.
- All student employees meeting the above criteria are eligible. This is not limited to those employed through the Federal Work-Study program.
- Please review the full nomination process and scoring rubric at www.masea.org
- Nominations will be judged on the eight NACE Core Competencies
- Institution must be a member of MASEA to be selected as winner for state and regional awards. If selected to move onto NSEA competition, must also be a member of NSEA.
- Information you provide may be used in press releases and other promotional materials.

Submission Directions

- Collect student employee of the year nominations at your institution.
- Complete and submit the campus nomination form.
- Submit the selection form and job description by **March 2nd, 2020** on www.masea.org by logging in with your MASEA membership credentials
- Nominations received through alternative methods will not be accepted.
- Additional materials will not be considered.

Contact Information

Email Tricia Stouder, MASEA Board Secretary and MASEA SEOTY administrator, at trew@iastate.edu with any questions or concerns.

In the space provided below, please give examples of the nominee's demonstrated skills in each category.
 You are limited to 350 words in each area.

	Comments
<p>COMMUNICATION</p> <p>Nominator may provide examples for how the nominee:</p> <ul style="list-style-type: none"> Communicates efficiently verbally and non-verbally Exhibits excellent public speaking skills Contributes to the department by writing and editing documents clearly 	
<p>DIGITAL TECHNOLOGY</p> <p>Nominator may provide examples for how the nominee:</p> <ul style="list-style-type: none"> Utilizes technology to solve office issues Adapts to office technologies easily Identifies appropriate hardware and software to accomplish goals 	
<p>PROBLEM SOLVING</p> <p>Nominator may provide examples for how the nominee:</p> <ul style="list-style-type: none"> Thinks originally and creatively to come up with solutions Gathers and interprets data to come to decisions Is able to analyze and interpret situations logically 	
<p>PROFESSIONALISM/WORK ETHIC</p> <p>Nominator may provide examples for how the nominee:</p> <ul style="list-style-type: none"> Manages their workload efficiently Displays a professional image through both their actions and appearance Acts with integrity and honesty to serve the community as a whole 	
<p>INTERCULTURAL FLUENCY</p> <p>Nominator may provide examples for how the nominee:</p> <ul style="list-style-type: none"> Interacts with all people in a respectful and understanding fashion Makes an effort to create an environment of inclusivity Seeks to increase their understanding and knowledge of other people 	
<p>CAREER MANAGEMENT</p> <p>Nominator may provide examples for how the nominee:</p> <ul style="list-style-type: none"> Self-advocates for opportunities in the workplace Articulates the skills and knowledge they acquire throughout work Sees the bigger picture of how their work ties into their future aspirations 	
<p>LEADERSHIP</p> <p>Nominator may provide examples for how the nominee:</p> <ul style="list-style-type: none"> Delegates work fairly with others in the workplace Understands how each team member brings individual strengths and skills to the table Prioritizes and organizes their workload within the team 	
<p>TEAMWORK</p> <p>Nominator may provide examples for how the nominee:</p> <ul style="list-style-type: none"> Builds relationships and rapport with others in the workplace Negotiates and manages conflict smoothly and effectively Impactfully works with others to achieve a common goal 	