

KATHY SMITH LEADERSHIP AWARD

The Kathy Smith Leadership Award recognizes an individual employee or a group of employees who embody both the letter and spirit of leadership excellence within the CR community.

One award maybe given each year to a CR employee or group. Honorees are selected in accordance with the following award criteria, based upon the degree of demonstrated leadership excellence and the impact of the honoree's actions. Strong nominees may exhibit several of the characteristics listed below under Award Criteria.

Nomination Process:

The following process is meant to secure comprehensive evaluation.

1. Only the name of the winner of the award will be announced at convocation; the names of other candidates shall not be published at any time during or after the process.
2. All applicants must first be nominated.
3. All nomination forms must be submitted electronically to the Chief Human Resources Officer by April 15th.
4. Any staff member or group may nominate a staff member or group for the leadership award.
5. The award is for leadership so the person(s) making the nomination should speak to leadership either in the district or within the broader community.
6. The evaluation committee will evaluate materials and make its selection according to its best judgment.

The evaluation committee is comprised of the following positions:

Director, Chief Human Resources Officer
Executive Director of College Advancement
Associated Students of College of the Redwoods (ASCR)
Member from College of the Redwoods Faculty Organization (CRFO)
Member from California School Employee Association (CSEA)
Member from Management Council

Award Criteria:

Excellence in Collaboration

An effective collaborator works effectively with others to produce positive results. This person may approach their work in the following ways:

- Solicits diverse views;
- Establishes effective partnerships across multiple levels of the organization;
- Builds consensus in decision-making;
- Shares knowledge or information contributing to group success.

Excellence in Commitment

A deeply committed staff member demonstrates a dedication to their work, which in turn contributes to the vibrancy of the CR community. This quality manifests itself when an employee:

- Demonstrates a commitment to provide excellent service to co-workers, students and faculty;
- Maintains perseverance in the face of adversity.

Excellence in Innovation

An innovative staff member shows outstanding creativity when confronted with challenges, issues or a need or desire for improvement. One might approach their work in the following ways:

- Actively seeks ways to advance beyond the status quo;
- Proactively identifies creative ways to improve upon processes or service delivery;
- Implements change in a positive manner and strives to ensure its success;
- Approaches problem-solving with an interest-based solution orientation.

Excellence in Leadership

A strong leader demonstrates a unique ability to guide and inspire others, which in turn contributes to the effective and efficient functioning of the institution. All employees, regardless of classification, may possess, and make evident, strong leadership in the following ways:

- Inspires and encourages personal and professional development in others;
- Builds strong relationships that support a high level of trust and credibility;
- Adapts readily to new situations;
- Mentors and cultivates employees, creating a culture of respect that fosters an atmosphere conducive to achievement;
- Contributes to the success of an initiative and/or places emphasis on collaboration within and among departments.

Excellence in Learning

Someone who ensures that learning is integrated with work and uses the knowledge gained to improve results may approach their work in the following ways:

- Converts information, data, and processes into opportunity;
- Views mistakes as stepping stones essential to further growth;
- Models an open attitude toward self-evaluation;
- Promotes self-direction and empowers colleagues to make decisions;
- Works under the assumption that everything is subject to re-examination and acts on opportunities to implement positive change.

I, _____ would like to nominate

Please provide a brief description below how this person or group has met the award criteria.

Date Submitted: