



**North Idaho College
Staff Assembly
Annual Achievement Award Nomination**

The N.I.C. Foundation sponsors an important annual award to recognize outstanding members of the Staff Assembly organization. Selection of award recipients will focus on any or all of the following employee characteristics: outstanding job performance, a positive attitude toward work and life, sufficient dedication and endurance to have sustained high performance for extended service to N.I.C., a willingness to serve the College community and the community at large, and the consistently positive representation of North Idaho College.

1. \$1500.00 contributed by the N.I.C. Foundation will be evenly divided and awarded each spring in recognition of three outstanding members of Staff Assembly
2. Any member of Staff Assembly who has been employed at North Idaho College for at least two years may be nominated for an award. New recipients of the award cannot be eligible again for three years.
3. Nominations may be submitted by any employee or student of North Idaho College. Nominations must include the name of the person being nominated; the name and phone number of the nominator; and a statement detailing why the person being nominated deserves the award. (see reverse)
4. The Staff Assembly recipients of the award for the past three years and the Chair of Staff Assembly will form a nomination committee and begin accepting nomination letters in March of each year. The final date for submitting nominations will be **April 16th**. The committee will verify the validity of each nomination and oversee the selection process.
5. All valid nominees will be placed on a primary ballot that will include informative excerpts from their nomination letter(s). The ballot will be distributed to the Staff Assembly membership with a response deadline no later than **April 28th**.
6. The top six nominees will appear on a second ballot that will be distributed to the Staff Assembly membership with a return deadline of **May 5th**.
7. The top three nominees will be selected to receive the award at a surprise presentation during the May graduation celebration.

2005 RECIPIENTS:	2006 RECIPIENTS:	2007 RECIPIENTS:
Jim Howerton	Lewis Watkins	Bill Cleavinger
Sandra Jaquot	Pam Claflin	Patrice Wheeler
Gerri Totey	Steve Masterman	Mile Wolf

