**UAB SCHOOL OF HEALTH PROFESSIONS**

**Beverly W. Smith Outstanding Employee Award**

**Purpose:**

To recognize a non-faculty employee who excels in numerous areas such as but not limited to professionalism, attitude, productivity, efficiency, creativity, communication, and competence.

**Eligibility:**

Full-time or part-time staff member who has been employed within the School for a minimum of **one year (full-time) or two years (part-time).** Both clerical and instructional staff members are eligible for the award.

**Procedure:**

Nominations may be made by any full or part-time faculty or staff employed within the School of Health Professions. Submit the nomination form only. Nomination form should contain a description explaining why this individual is deserving of the award (500 words or less). **Any other materials submitted to the committee will notbe reviewed.**

**Selection:**

The SHP Honors and Recognition Committee will select the recipient based on documentation submitted. The award will be made at the annual SHP Faculty and Staff Recognition luncheon.

**UAB SCHOOL OF HEALTH PROFESSIONS**

**Beverly W. Smith Outstanding Employee Award**

**NOMINATION FORM**

**Name of staff member being nominated:**

**Date of SHP Appointment:**

**Nominated by:**

**Date of Submission:**

**Summary of Nomination (500 words or less)**

Give a detailed description explaining why this individual is deserving of the award. Outside comments may be included.