

## DPMG Award for

### Achievement in Inclusion, Diversity, Decolonization, Equity, and Accessibility (IDDEA Award)

#### Nomination Form

The purpose of this award is to recognize outstanding contributions from members of the Dalhousie Professional and Managerial Group (DPMG). All non-probationary DPMG members, excluding DPMG Executive Members, are eligible to receive this award and can be nominated by any faculty or staff member of Dalhousie University.

Nominees will be judged for outstanding achievement in fostering inclusion, diversity, decolonization, equity, and/or accessibility at Dalhousie University. This will be

demonstrated through practice, events, policy, programming, or other activities.

Key factors:

- Impact on the unit, university, and/or the greater community (25%)
- New approaches and initiatives (25%)
- Positive influence and leadership (25%)
- Alignment with organizational mission, vision, and values (25%)

*Remember that DPMG members do not need to be in a formal leadership position to demonstrate leadership competencies.*

To nominate a colleague, complete this nomination form in its entirety and email it in confidence to [ddpmg@dal.ca](mailto:ddpmg@dal.ca) by **Thursday, April 21<sup>st</sup>, 2022 (4:30pm)**. Nominations received after this date and time will not be considered.

Awards will be presented at the AGM and there will be a winner's reception with the president. In addition, this award will be part of the Dalhousie Legacy Awards Ceremony.

Thank you in advance for nominating one of your colleagues.

A complete nomination package will consist of the following four parts, which are further described below:

- Part 1 – Nomination
- Part 2 – Supporters
- Part 3 – Information from Nominator to support nominee (maximum 5 pages double spaced)
- Part 4 – One letter in support of the nomination (maximum 2 pages double spaced per letter)

**Please submit your complete nomination package as a single PDF file.**

**Part 1 – NOMINATION**

**Nominee:**

	Name
	Position/Title
	Unit, Department/Faculty
	Dalhousie Email Address
	Date of hire into DPMG*

\* This will be verified with Human Resources to validate nominees hired into a DPMG position on or after June 1, 2016 for the purposes of awarding the Early Career Award category. This information is not required if the nominee has been a DPMG member prior to June 1, 2016.

**Submitted By:**

	Name
	Position/Title
	Unit, Department/Faculty
	Dalhousie Email Address
	Relation to nominee

Supervisor  
  Direct report  
  Peer  
  Other

**Part 2 -  
SUPPORTERS**

Below, please list one other employees who has agreed to support the nomination. Letters of support from them must be included in the nomination package.

	Name
	Position/Title
	Unit, Department/Faculty
	Dalhousie Email Address
	Relation to nominee

Supervisor  
  Direct report  
  Peer  
  Other

### Part 3 – INFORMATION FROM NOMINATOR TO SUPPORT NOMINEE

#### Why does this DPMG member deserve an award for achievement in Inclusion, Diversity, Decolonization, Equity, and Accessibility (IDDEA Award)?

In two to three pages (double spaced), please describe how the nominee's achievements, contributions, leadership, and exemplary behaviours have impacted you, your area, or another area of the university.

Please make specific reference to the four key factors that will be used by the Selection Committee when assessing nominations:

- Impact on the unit, university, and/or the greater community
- New approaches and initiatives
- Positive influence and leadership
- Alignment with organizational mission, vision, and values

Nominations will not be considered unless this information is included.

### Part 4 –ONE LETTER OF SUPPORT

The letter of support may be a maximum of 2 pages (double-spaced). Nominations will not be considered without a letter of support from the Supporter listed above in Part 2. It is recommended that the support letter provides information on why the nominee is deserving of the award and provide examples.

Please **do not provide** more than one letters of support in the nomination package, as they will be disregarded by the Selection Committee.

#### Questions:

Please direct any questions concerning the nomination process to [dpmg@dal.ca](mailto:dpmg@dal.ca)