

Faculty of Medicine Awards of Excellence in Leadership

The Faculty of Medicine Awards of Excellence in Leadership will celebrate and showcase the incredible contributions of all Faculty of Medicine staff and those in senior academic leadership positions. Five awards have been created to acknowledge excellence and recognize the importance of administrative leadership in the medical school setting.

Eligibility

One award in each category has been established to recognize individuals who exemplify leadership qualities in the execution of their role as defined by the Dalhousie University Leadership Competencies:

- **Category: Academic Leadership** – An individual who holds an administrative academic leadership position such as department head, assistant dean, or associate dean.
- **Category: Professional & Managerial Leadership** – An individual in a professional and/or managerial role, such as department administrators, program managers, etc. This would include members of the DPMG, Grant-Paid employees in such roles, as well as administrators in clinical departments in such roles but not part of the DPMG.
- **Category: Leadership in Administrative, Clerical & Technical Support** – An individual in a(n) administrative, clerical or technical support position. This would include members of the NSGEU, and Grant-Paid employees in such roles.
- **Category: The Ryan Clow Team Collaboration Award** – Two or more individuals within one department, several units within a division, or two or more departments that have worked together to achieve a goal.
- **Category: Emerging Leader** – An individual from either the Professional & Management Group or the Administrative, Clerical or the Technical Support group who has served five years or less in the role.

NOTE: Nominations received in the first three categories will be retained on file for an additional two years. These nominations will **ONLY** be brought forward if the individual receives a new nomination in the subsequent two years. Nominations for the Emerging Leader award will be retained on file for an additional two years or until a maximum of five years in the role has been reached (whichever is the lesser for reconsideration).

Nomination and selection process

Nominations for one individual in the categories listed above will be accepted on submission of the completed nomination form (see form below).

The selection criteria include the leadership competencies for all leaders as defined by Dalhousie University <https://www.dal.ca/dept/leaders.html> in the areas of thinking and acting strategically, resource



& process management, development, relationship building, accountability for performance & results and change & innovation.

The Faculty of Medicine Awards of Excellence in Leadership Committee will select the recipient for each category.

Criteria

Nominations should illustrate *how* the nominee demonstrates one of the leadership competencies using specific examples. Nominations should meet the following criteria:

- Describes how the employee exemplifies said competency both as (an) individual(s) and team member(s) or team leader (examples include achievements, projects etc.)
- Describes the impact of examples and achievements(s) on the team, department, unit and/or Faculty.

Announcement

Recipients will be notified in May and announced publicly at the Annual Faculty of Medicine Excellence in Leadership Awards ceremony typically held in June.

Deadline

Nominations must be typed directly in the form and sent via email by **May 1, 2022** to:

Dayna Quinlivan-Hall
Human Resources Advisor
Email: dayna.quinlivan-hall@dal.ca

Nomination form

1. Your name: _____
Name of nominee: _____
2. Nomination category (*please check one; refer to 'Eligibility' section, p. 1 for category definitions*)
 - Academic Leadership
 - Professional & Managerial Leadership
 - Leadership in Administrative, Clerical & Technical Support
 - The Ryan Clow Team Collaboration Award
 - Emerging Leader
3. Name of leadership competency (*please check one; NOTE: While our employees undoubtedly exemplify many competencies, please focus your nomination **on one specific leadership competency** (to learn more about a competency, click on any of the linked competencies listed below).*)



- | | |
|--|---|
| <input type="checkbox"/> Thinking and acting strategically | <input type="checkbox"/> Accountability for performance and results |
| <input type="checkbox"/> Relationship building | <input type="checkbox"/> Development |
| <input type="checkbox"/> Resource and process management | <input type="checkbox"/> Change and innovation |

4. Nomination

- a) *Provide specific examples (achievements, projects, etc.) of how the employee demonstrates said competency, both as an individual and team member or team leader (max. 400 words).
Note: If applying for the **Ryan Clow Team Collaboration Award**, provide specific examples (achievements, projects etc.) of how the team worked together to demonstrate said competency.*

b) *Describe the impact of these examples on the team, department, unit and/or Faculty (max. 200 words).*

c) *In summary, name the top three characteristics that make them a great leader as it relates to this competency:*

1. _____
2. _____
3. _____

d) *Additional notes/comments, if any (max. 200 words):*



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