

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. Four 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 an individual who exemplifies 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 (or director of school ex: Director of School of Biomedical Engineering), assistant dean, 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: Emerging Leader** – An individual from any of the above three categories who has served five years or less in the role.

NOTE: Individuals nominated in the first three categories will be retained for an additional two years for reconsideration. 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 in June.

Deadline

Nominations must be typed directly in the form and sent via email by **Thursday April 12, 2018** 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
 - 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).*

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 this person a great leader as it relates to this competency:

1. _____
2. _____
3. _____

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