



## STAFF AWARDS OF EXCELLENCE

### Letter of Support

You have been asked by the Nominator to complete a Letter of Support for a Nominee of a Staff Award of Excellence honouring exceptional contribution in the area of:

#### Leadership

#### Instructions:

1. Review the award criteria (below)
2. Describe how the nominee meet some or all of the criteria (**maximum of 2 pages**)
3. Give the completed letter of support to the Nominator for consideration

If you have questions about writing a letter of support, please contact Human Resources at [ubco.hr@ubc.ca](mailto:ubco.hr@ubc.ca).

#### Award Criteria:

- Established and maintained exemplary and inclusive people practices
- Provided a sense of purpose, vision and mission for their co-workers and/or staff
- Positively influenced others to build consensus and action around departmental or organizational objectives
- Managed and led change initiatives effectively
- Achieved sustainable results
- Invested time and effort in coaching and/or mentoring

**First Name of Nominee:**

**Last Name of Nominee:**

**Letter of Support Written By:**

First Name:

Last Name:

Current Job Title:

Email Address:



Please identify the individual's achievement/contribution, a) how it was accomplished and b) how it was beyond the normal requirements of their job.



Describe the impact of this individual's achievement/contribution relative to the criteria for the recommended award, a) in their department, if applicable, or b) across UBC Okanagan.