

Administration & Business Affairs Recognition Program Overview

Staff Peer to Peer Awards

About: The *ABA Staff Peer to Peer Award Program* is an opportunity for ABA staff professionals (non-MPP/Management Council members) to recognize the work of their colleagues, annually.

Eligibility: Only **ABA (non-management) staff** are eligible to nominate and be nominated. **There is no limit on how many nominations a staff member can submit or receive.**

Categories:

Customer Engagement: The customer comes first' is their motto. This individual serves customers timely, efficiently and with the upmost respect to their needs to deliver the highest level of service.

Team Player: Going the extra mile for their colleagues is a daily exercise. Their initiative and cooperation within their unit is integral to accomplishing big goals. They seek to bring out the best in everyone.

Positive Attitude: A go-getter, someone who's positive outlook is contagious and is always ready for a challenge. Their attitude is infectious, creating a fun and engaging work environment.

Subject Matter Expert: Dependable, knowledgeable, and trustworthy. This is someone who's always your go-to when something goes wrong. Their expertise is comforting and inspires respect.

Creativity: Thinking outside the box comes natural to this individual. They encourage change and contribute ideas for improvements in processes, services, or cost reductions.

Selection: A team of prior year ABA Staff Peer to Peer Award recipients and/or family representatives review nominations independently through a survey online and make a selection based on a rubric. The collection of votes per nomination is then tallied and shared with the same team. A thorough review by the team, collectively then takes place. They come to a consensus on their recommendations for awardee finalists. The recommendations are then forwarded to the vice president for Administration/CFO, who approves the finalists for award. One staff member will be selected for each award category. Prior year award recipients are not eligible.

Management Awards

About: The *ABA Management Award Program* provides ABA managers an opportunity to recognize the contributions and achievements of division colleagues and their staff each year.

Eligibility: Only members of the **ABA Management Council** may submit nominations.

Categories:

Leadership Peer to Peer (managers recognizing managers) These are managers who exemplify the best ABA has to offer. Leaders among their peers, they inspire staff to deliver superior service. These managers live and breathe the vision of ABA.

Valued Staff (managers recognizing staff) These are staff members who deserve individual praise for their contributions to their office and the division as a whole. Not afraid of a challenge, their work consistently exceeds expectations and deliver excellent service to their customers.

Team Awards (managers recognizing a team within ABA) These team members promote the values of ABA and its culture across the University, delivering the highest quality work through collaboration, innovation, and accountability.

Resiliency Award (managers recognizing other managers and staff) These team members have showed an exceptional level of resiliency over the last year. They exhibit the components of resiliency: competence, confidence, connection, character, contribution, coping and control in one of the most trying and challenging years of our lifetimes.

Selection: The Vice President/CFO will select one final award recipient for each category from among all nominations submitted. Prior year award recipients are not eligible.
