



YEAR: _____

All nominations must be received by
July 31 of the current year.



STAFF NOMINATION FORM

PURPOSE

- To support personnel at Mooseheart, defined as family teachers, houseparents, secretaries, administrators, campus department employees.
- To recognize outstanding full-time and part-time staff employees of Mooseheart, Child City and School who embody Mooseheart's standards for excellence, innovation and caring for children.
- To reward those employees who show exemplary individual achievement, contribution, and performance in their jobs and other related duties beyond their own offices.
- To acknowledge those whose efforts have inspired and supported the performance and achievement of others.

To be eligible for the nomination for the Above and Beyond Staff Award, the following requirements must be met:

Staff employee must have been employed by Mooseheart full-time for at least three (3) years prior to the year of nomination. A staff employee must demonstrate the following:

- Serves as a role model/mentor for students, colleagues and community.
- Exemplifies service, cooperation and collaboration.
- Performed his/her assigned duties with extraordinary effort, dedication, and special pride.
- Demonstrate loyalty and dedication to the Mooseheart and to its mission.
- Is attentive to the diverse nature of the Mooseheart community.
- Consistently treats all members of the Mooseheart community with dignity and respect.
- One who goes above and beyond the requirements of the job and has a history of consistent contributions to the well being of the children and the entire Mooseheart community.

NOMINATIONS

- Nominations may be made by any member of the Mooseheart Alumni Association, current Mooseheart students or faculty.
- Nominees must be/have been an employee of Mooseheart, Child City.
- Nominees may be current employees or former employees.
- Nominees may be living or deceased.

NOMINEE INFORMATION:

Name:		
Address:		
City	State:	Zip:
Email:	Phone:	

- | | |
|-----------------------------------|---|
| <input type="checkbox"/> Living | <input type="checkbox"/> Currently employed at Mooseheart |
| <input type="checkbox"/> Deceased | <input type="checkbox"/> Former Employee or Retired from Mooseheart |

Department:	Position:	
Years employed:	Year Retired or Left Mooseheart:	Total Years Employed:
Please list other Mooseheart Involvement:		



NOMINATION FORM

Please use this page to write the reasons that you feel the nominee is worthy of the "MAA Above & Beyond Staff Award". Additional pages and/or materials may be included to support your nomination.



NOMINATED BY:

Name:		
Address:		City:
State:		
Zip:	Phone:	Email:
<input type="checkbox"/> MAA Member	<input type="checkbox"/> Mooseheart Student	<input type="checkbox"/> Mooseheart School Faculty

Nominations must be received by July 31 of the current year. Please submit form e-form to: MAABOARD@mhalumni.org or mail the completed form to **Mooseheart Alumni Association ATTN: AWARDS COMMITTEE | 110 W. James J. Davis Drive | Mooseheart, Illinois 60539**