

The Awards

The Presidential Employee Service Awards were established by the Radford University Foundation in June 1980. Up to two awards of \$1,000 each will be presented.

Eligibility

All classified employees are eligible and must have at least two (2) years of university service at the time of nomination. Previous award recipients are not eligible until five (5) years after receiving an award.

Nominations

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Required Supporting Documentation

In addition to the Nomination Form, the nomination must include:

- A. The period of time during which the contributions occurred.
- B. A statement from the nominator that clearly identifies the most compelling reasons the nominee should receive this award. The statement must include one or more of the following:
 - How the employee's work or act brought positive attention to the university.
 - The extent to which the employee has used an inventive, creative, and/or problem-solving approach to his/her responsibilities.
 - How the employee's performance has enhanced the work of others.
- C. Two letters of recommendation that support the nomination in the category identified. At least one of these letters should be from the nominee's supervisor or department head unless the supervisor or department head is the nominator.