



NOMINATE!

An outstanding group of UMBC employees for their innovative projects or tasks.

A new award program to recognize project groups.

How to nominate:

- Nominator must be a current UMBC employee.
- Complete the *Jobs Well Done Nomination Form* and submit it to the Department of Human Resources by **September 10, 2018**
- Nominations are eligible for consideration for up to one year after they are received (within one year of project completion date).
- The award will be given twice per academic year (fall and spring).

The Award

The group will enjoy a complimentary lunch at the Skylight Lounge to celebrate their success.

Each group member will receive a certificate and an invitation to the annual Service Award Ceremony.

For more information and to access the nomination form, please visit:

<https://hr.umbc.edu/recognition-and-rewards/jobwelldone/>

JOB WELL DONE

Criteria for Nomination:

- Groups are three (3) or more UMBC employees working together on a task or for a particular time frame (i.e. Departments, Divisions, Task Forces, Committee, Ad Hocs)
- Must have been completed within the past 12 months. Members must be UMBC
- Exempt or nonexempt employees of Regular or Contingent I or II status. Faculty are eligible as members but not as Project
- leaders or chairs. Nomination must be signed & supported by project sponsor/supervisor.