**Thank you for submitting a nomination for the AUA J. Worth Pickering Administrator of the Year Award. Please respond to each of the prompts below. Your nomination will need to be submitted using the online form available at:** [**https://www.odu.edu/orgs/aua/admin-award**](https://www.odu.edu/orgs/aua/admin-award)

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| **Nominee:** |  |
| **Nominee’s Department:** |  |
| Please be sure that the employee you nominate above is identified as an Administrative/Professional (AP) Faculty Member.  If you are unsure of your nominee's eligibility, please contact Human Resources at (757) 683-3042. | |
| **Nominated by:** |  |
| **Your E-mail Address (please):** |  |

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| **Please provide a short biography (usually no more than one paragraph) of your nominee.  This is to be used in the event your nominee is selected.  This information only needs to be provided once.  If you are submitting multiple nominations for the same individual, and the biography has already been provided, please enter N/A.** |
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| **SERVICE:   Evidence of major contributions that have made an impact on either the campus community or the off-campus community.** |
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| **EFFECTIVENESS: Evidence of leadership, irrespective of administrative position; advocacy for students and/or staff; contributions to morale; improvements of processes and procedures; motivational, inspirational leadership style.** |
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| **PROFESSIONAL ACCOMPLISHMENT: Evidence that the nominee has excelled in presentations, publications, teaching, research, continuing education and/or recognition by professional organizations which benefited the University.** |
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| **OTHER: Evidence of any outstanding qualities not categorized above.** |
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| **ODU Service Standards:  (Required) Please also summarize how this AP Faculty Member has demonstrated the ODU Service Standards. The ODU Service Standards may be found at:** [**https://www.odu.edu/about/servicestandards**](https://www.odu.edu/about/servicestandards) |
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