The University of British Columbia

Faculty of Medicine

**2024 APPLEGARTH STAFF SERVICE AWARDS**

**REFERENCE FORM**

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| Nominee’s Category: |
| Please check  M&P  Secretarial/Clerical  Non-Union Technicians & Research Assistants | | | |
| Nominee’s name: | |
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| Nominee’s Title/Position and Department/School: | | |
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| Referee’s name: | |
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| Referee’s Title/Position and Department/School: | | | | |
|  | | | | | | | |
| Referee’s Address (business – if you are a student, no address needed): | | |
|  | | | | | | | |
| Referee’s Phone: |  | | | Referee’s Email: | |  | |
| Referee’s Signature: |  | | | | | |
| Date: |  | | | | | |

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| How has the nominee excelled in the fulfilment of their role in service to the Faculty? Please consider illustrating with examples in some/all of the following areas: how has the individual exceeded expectations; demonstrated initiative, creativity and resourcefulness in their work; improved value, sustainability and efficiency of the services they provide etc.? Please consider outlining the normal scope of the nominee’s work in your response for contextual background. (limit: 500 words) |
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| How has the nominee demonstrated commitment to the well-being of colleagues e.g. supporting their needs and professional development, contributing significantly to the development of a professional, positive and respectful work environment etc.? (limit: 300 words) |
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| How has the nominee exhibited and promoted commitment to the vision, mission and values of their team, unit and the Faculty? (limit: 300 words) |
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Please note that the closing date for receipt of the completed nomination package is **4:00 pm on June 14, 2024 (strict deadline)**. Please ensure to return this reference form to the individual who is coordinating the nomination package before this date.

If you have any questions, please contact FOM Recognition at [fom.recognition@ubc.ca](mailto:fom.recognition@ubc.ca).