Call for Nominations
2016 Anne K. Heinz Staff Award for Excellence in Outreach & Engagement

The Office for Outreach & Engagement is pleased to announce the call for nominations for the Anne K. Heinz Staff Award for Excellence in Outreach & Engagement.

The award recognizes a staff or non tenure-track faculty member who has distinguished him/herself through demonstrated professional commitments to success with community outreach and engagement initiatives. The staff member, in a role distinct from those of tenure-track faculty, often works behind the scenes to facilitate and manage ongoing projects, programs, services, research, and relationships with community partners.

The staff member exhibits some or all of the following characteristics:

- Works to improve the quality of an outreach program.
- Finds and develops new opportunities.
- Establishes or supports collaborative relationships.
- Takes initiative and uses creativity and innovation to work around obstacles or constraints.
-Communicates effectively with a variety of stakeholders (faculty, staff, students, community members, etc.)
- Completes assignments thoroughly and thoughtfully.
- Uses scarce resources efficiently without compromising the quality of the outreach program.
- Often goes above and beyond his/her expected job responsibilities.

The award will be presented at the annual Outreach Award Luncheon on March 30. In addition to a plaque and campus-wide recognition, the staff member’s outreach program will receive $5,000 to support program needs identified by the staff member and sponsoring department. The award recipient is also eligible to receive up to $2,000 to attend the Engagement Scholarship Consortium national conference to be held at the University of Nebraska in October 2016.

Up to two additional special recognition awards may be given at the discretion of the award selection committee. These awards will also be presented at the Outreach Award Luncheon and include $1,000 for program support.

Eligibility
Nominees must be currently employed CU-Boulder staff or non-tenure track faculty serving in a primarily supportive role that is largely technical and hands on, managing the daily tasks involved with advancing an outreach program and community partnership. Employees with a tenure-track faculty appointment, administrators, and students are not eligible to be nominated for the award.
The CU-Boulder staff member’s job responsibilities must be a part of a campus outreach and engagement program that is tied to the academic role and mission of the university. The outreach program must have a department/center affiliation and be aligned with the campus definition of outreach and engagement.

**Nominations**

Nominations need to be submitted by an outreach program faculty PI, department chair, program director, or supervisor.

Nomination must include the following information:

- Nominee’s name, title, department.
- Nominee’s email address, campus phone number, and campus box number.
- Brief description of the nominee’s position and primary responsibilities. (250 words or less)
- An overview of the outreach program (description, audience served, impact, any problems or issues addressed and the results). (250 words or less)
- A statement that describes the contributions of the nominee to the outreach program and speaks to how this person exhibits some or all of the traits listed above. (500 words or less)
- 1 letter of support from a community or external partner. (Limit to 1 page – upload online with submission)
- Nominators name, title, department.
- Nominator’s email address, campus phone number, and campus box number.

The nomination and support letter need to be submitted online before 5:00 p.m. on Friday, February 19, 2016. The award recipient will be notified in March.

**Contact Us**

If you have questions or need more information, please contact:
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*The Office for Outreach & Engagement is a university-wide resource supported by the Office of the Chancellor, the Office of the Provost and the Division of Continuing Education, charged with extending the scholarship and resources of CU-Boulder across Colorado.*

*The award was named for Anne K. Heinz in recognition of more than 25 years of support to campus faculty and staff and her legacy of leadership in outreach and engagement efforts at CU-Boulder. She served as the first Vice Provost for Outreach & Engagement from 2009-2015.*