Student employees or colleagues may nominate supervisors who work with student employees whom they feel warrant particular recognition for their performance on the job. The Student Employment Supervisor of the Year (SESOTY) Award Program begins at the institutional level and moves on to regional recognition. MASEA looks to student employees and supervisor’s colleagues at colleges and universities across the region to nominate supervisors who they feel are especially worthy of recognition based on their performance on the job.

Please complete and submit the following form. You should also include a separate letter of nomination. In your letter, please describe the accomplishments of the nominee which you feel qualify him/her to be considered for Student Employment Supervisor of the Year recognition. Your letter of nomination must be limited to two pages. Nominations will be judged on the following characteristics: mentoring, professionalism and leadership provided to the student employee. By including information and examples about the following areas, you will likely be touching upon the selection criteria.

- The nominee’s greatest attributes, as they relate to their supervision.
- How the nominee has gone above and beyond the standard work expectations as a supervisor.
- The quality of the nominee’s work and work style.
- The nominee’s leadership skills, initiative, and motivation.
- The impact the nominee has had on your student employees.
- The qualities of the nominee that set him/her apart from other student employment supervisors.

In order to be eligible for consideration, the nominee must be a full time or part time staff/faculty employee of the nominating college or university who has an active MASEA membership.

For your nomination to be complete, please submit the following items:
- Campus Nominee Information Form (page 2 of this document)
- Letter of Nomination

Please note that additional materials such as a second letter of recommendation or performance evaluations will not be considered.

The information you provide may be shared with the public through press releases and other promotional opportunities.
Student Employment Supervisor of the Year
Campus Nominee Information Form

Institution’s Name
University of North Dakota

Nominee Information

Nominee’s Name: _____
Title and Brief Job Description: _____

Department: _____
Campus Address: _____
Campus Phone: _____
Email: _____

Nominator’s Name

Nominator’s Name: _____
Nominating Department: _____
Nominator’s Phone: _____
Nominator’s Email: _____
How long has the nominee been a student employment supervisor? _____

Please attach a separate Nomination Letter describing the accomplishments of the nominee that you feel qualifies her/him to be considered for the award. Where possible, cite the strengths of the nominee keeping the following qualities in mind: Leadership, Professionalism and Mentoring. Make the Nomination Letter as comprehensive as possible to give your nominee the best chance to win this award.

Please return to: Career Services/Student Employment, Attn: Cassandra McDonald. Forms can be inter-campus mailed to Stop 9014, emailed to cassandra.mcdonald@und.edu or dropped off in McCannel Hall Room 280

Campus Deadline: Wednesday, April 19, 2017