2024 Call for Nominations

Submissions Due October 27, 2023

Contact us at models@hr.upenn.edu or (215) 898-7729.

AWARDS
Penn staff members selected as Models of Excellence, Pillars of Excellence, and Model Supervisor Award honorees receive a $500 cash prize and a symbolic award. Honorable Mention honorees receive a $250 cash prize and a symbolic award. Awards will be announced in the spring term and presented at the ceremony on April 2, 2024.

HOW TO NOMINATE
1. Visit www.hr.upenn.edu/models.
2. Review the updated eligibility requirements for each award category.
3. Complete the online Nomination Form with supporting documentation.
4. Submit online by October 27, 2023.

INFORMATION SESSIONS
Attend a virtual information session to learn more about submitting a nomination that tells your nominees’ story in a compelling way.
October 4, 11-11:30am
October 16, 12-12:30pm
Register online at www.hr.upenn.edu/models-infosession.

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Dear Penn Community,

Each year the Models of Excellence program brings forward inspiring stories of dedicated, inclusive, and driven staff members making a difference throughout the University and the wider world.

It all begins with nominations from people like you. I encourage you to consider sharing accounts of new or unsung achievements by nominating staff for Model of Excellence, Pillar of Excellence, or Model Supervisor awards.

Jack Heuer, Ed.D.,
Senior Vice President,
Division of Human Resources
Anyone in the Penn community may nominate individual University staff members and teams for an award in one of three categories.

Each nomination must demonstrate that the nominee meets or surpasses at least one of the category’s Award Standards through their notable contributions to the University’s mission.

### 2024 Award Standards

#### Pillars of Excellence

*This award recognizes staff in support roles who:*

- Demonstrate continuous excellence in their role or make a valuable one-time contribution to the mission of their department or the University
- Provide exemplary customer service
- Exhibit exceptional resourcefulness, innovation, or creativity to overcome challenges
- Improve processes to save time or money
- Contribute to a positive and collaborative work environment

#### Models of Excellence

*This award recognizes staff members who:*

- Demonstrate extraordinary initiative to overcome obstacles and initiate positive change within the University
- Provide outstanding innovation and leadership to inspire others and contribute to the overall mission at Penn
- Exhibit deep commitment to service in ways that exceed the expectations of internal and external customers
- Improve processes that result in substantial cost savings for the University
- Collaborate within and across organizations to build relationships and support Penn’s mission

#### Model Supervisor

*This award recognizes staff supervisors who:*

- Practice fair and consistent procedures and treat everyone with dignity, respect, and integrity
- Demonstrate compassion and promote work-life balance
- Offer personal and professional development opportunities and provide tools for achievement
- Foster a collaborative and constructive workplace
- Communicate goals and expectations clearly, and hold staff accountable
- Problem-solve and remove unnecessary barriers to achievement
- Support and foster a diverse workplace

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[www.hr.upenn.edu/models](http://www.hr.upenn.edu/models)