



**Office of Student Financial Aid
Supervisor Nomination Form**

To All NAU student employees:

You are invited to nominate your supervisor for the "2008-2009 NAU Supervisor of the Year" Award. The awards ceremony is scheduled for April 13, 2009 at 5:30 pm.

Supervisor Information:	Employing Organization: _____ Supervisor Name: _____ Mailing Address: _____ City: _____ State: _____ Zip: _____ Email: _____ Phone: _____
Nominator Information:	Name: _____ Email: _____ How long has this person been your supervisor? _____

Please answer the following questions/statements on a separate piece of paper in a type-written, concise format, **no more than two pages**, and attach your responses to this form.

1. What was unique about your supervisor? For example, was there anything unique about the way they trained you, set expectations for you, showed encouragement, etc.
2. What kind of valuable work experiences did your supervisor offer?
3. Describe how this person treats fellow employees and students. Explain with specifics how he/she displays qualities of fairness and respect.
4. Good communication skills are necessary in a work environment. Please give examples of the way your supervisor promotes good communication among employees.
5. A supervisor is often able to act as a mentor for employees, providing a critical perspective to instruct and encourage growth. Describe how your supervisor has been a mentor to you and others in your department.
6. How does this person demonstrate that he/she is a team player? Give specific examples.

Please return this form by 5:00 pm Friday, March 27, 2009 to:

On/Off-Campus Student Employment Office
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