

Below is an outline of the rubric that will be used to rate each nominee for the Leadership Excellence Award.

Award Criteria	Outstanding (4)	Exceeds Expectations (3)	Successful (2)	Limited (1)	Blank/Off Topic (0)	Points Earned	Comments
	Specific and measurable examples of nominee's excellence that <u>far</u> exceeded the criteria, and documented that this occurred on a consistent basis.	Specific and measurable examples of nominee's excellence that exceeded the criteria, and documented that this occurred on a consistent basis.	Specific examples of nominee's excellence; however, the examples provided did not demonstrate a consistent or frequent basis.	Limited information and description of nominee's excellence. Examples provided were vague, broad, and immeasurable.	No example provided, or example provided is off-topic.		
Leadership towards positive and sustainable goals within the DFM							
Demonstration of innovation and creativity that have led to new or improved processes							
Service as an advocate, mentor, and guide for professional development							
Encouragement, development, and inspiration in the area of professional service							
Active listening (seeks to understand before being understood)							

Solicitation of feedback and input							
Provision of constructive criticism that leads to growth and development							
Area(s) otherwise not addressed in criteria							
Total Points						XX	