



Foundation, Inc.

Piedmont Community College Staff Excellence Award Application funded by the PCC Foundation

Created to support PCC student, faculty, and staff, the Piedmont Community College Foundation is teaming up with the College's Office of Human Resources & Organizational Development to offer the Faculty and Staff Excellence Award program.

Information about the Staff Excellence program and application is included here. These awards encourage, identify, and reward excellent performance and commitment to Piedmont Community College by the non-teaching staff of the College.

Available Awards

- \$1,500 Awards
 - Award winners will receive a \$750 cash award plus \$750 for discretionary program expenses
 - Two categories will be recognized:
 - Support, Technical/Para-Professional and Service/Maintenance (OCR CODE - 4, 5, 6) and 2)
 - Professional (OCR CODE - 3).

Eligibility

- Permanent, full-time and part-time permanent staff members whose primary job is non-teaching
- An employee of PCC for a minimum of two years
- Non-award winners for the last three years

Applications Are Due the First Friday in July

All applications are due to the Office of Human Resources & Organizational Development by 4 p.m. on the first Friday in July via hand delivery, mail, or email. Faxed applications not accepted.

A Selection Committee designated by the Office of Human Resources & Organizational Development will choose award recipients and announce both Faculty and Staff Excellence recipients at the Fall Convocation in August. Recipients will also be considered for the State Board of Community Colleges award.

Application Information

Please develop a narrative, not to exceed seven pages (one page per criteria), addressing the criteria below. Note: nominations accepted from a supervisor, co-worker, or individual.

1. Commitment and contribution to the mission of Piedmont Community College and of the North Carolina Community College System. (Mission Statement available at <https://www.piedmontcc.edu/about/leadership-vision/mission-vision-values-goals/>).
2. Consistent, excellent performance on the job, exhibiting unselfish devotion to duty far and above normal requirements and significant contribution to the advancement of the institution and its students.
3. Initiative, innovation and leadership in the workplace.
4. Responsible, efficient use of time, money, technology, personnel and/or other resources for the benefit of the institution, its students, and its community.
5. Attention to professional and personal development, modeling “lifelong learning” commitment.
6. Willingness to share time and expertise through service to the institution, its students, and the wider community.
7. Suggestions to the College or the System that, when implemented, resulted in substantial financial savings to one or both and/or which resulted in a unique program which became a model for the System or which met a pressing community need.

The narrative should expand and focus on specific examples that demonstrate the nominee’s commitment and unique contributions to Piedmont Community College, its students, and to the community college experience.

With your application, please include:

- Your current job description that includes your professional responsibilities
- Resume with dated information (not to exceed three pages)

Supplemental material may include:

- Student/peer evaluations (no more than five)
- Letters of support focusing on seven selection criteria (no more than five)