

## Student Employee of the Year 2022-2023 Judges Rubric

		<b><u>Excellent (3pts)</u></b> Nominator provided specific details and examples about how the student <u>exceeded</u> the criteria listed	<b><u>Good (2 pts)</u></b> Nominator provided specific details and examples about how the student <u>met</u> the criteria listed	<b><u>Fair (1 pt)</u></b> Nominator provided specific details about the nominee's job contributions but did not clearly relate it to the criteria listed
<b>Leadership Criteria</b>	<b>Student employee motivates and inspires others through encouragement and by building trust</b>	Example: Student continuously encourages others to succeed and works to gain trust of colleagues	Example: Student is encouraging and supportive of fellow team members	Example: Student's position requires a supervisory component
	<b>Student employee strives to take the lead in workplace scenarios and are open to changes/new ideas</b>	Example: Student acts as an agent of change to support the implementation of new ideas	Example: Student sometimes takes the lead on projects	Example: Student is not resistant to change
	<b>Student employee is passionate in the act of mentorship and training of fellow student employees</b>	Example: Student enthusiastically takes on the task of training new student employees and informally acts as a mentor	Example: Student will assist with training of new staff	Example: Student led one training session for fellow student employees
<b>Innovation and Technology</b>	<b>Student employee uses technology to improve efficiency &amp; productivity of their work</b>	Example: Student discovers and implements a new innovative way to be more productive in their work	Example: Student successfully uses existing technology to improve efficiency & productivity	Example: Student performs at a higher level than most student employees but did not give specific examples of the use of innovation or technology
	<b>Student employee manages technology to integrate information to support relevant, effective &amp; timely decision making</b>	Example: Student goes above and beyond to manage existing technology in order to validate their effectiveness in decision making	Example: Student consistently manages the use of institutional technology in order to support decision making	Example: Student uses technology, but manager did not relate the effectiveness in the student's decision making
	<b>Student employee develops useful ideas that are new, better, or unique</b>	Example: Student has developed new and improved pathways that lead to a more effective way of working	Example: Student developed an idea that was used for one specific contribution but is not unique	Example: Student has developed ideas however, manager does not speak to their uniqueness
<b>Critical Thinking</b>	<b>Student Employee is able to multi-task well in a fast-past environment</b>	Example: Student is highly adaptable and can pivot to address multiple tasks in an ever-changing environment	Example: Student is able to prioritize and complete multiple tasks	Example: Student completes all tasks assigned
	<b>Student Employee makes decisions and solves problems using sound, inclusive reasoning, and judgement</b>	Example: Student poses questions, identifies pros & cons, avoids assumptions, and considers alternatives when solving problems	Example: Student includes others in decision making	Example: Student uses effective decision-making skills
	<b>Student Employee gathers and analyzes information from a diverse set of sources and individuals to fully understand a problem</b>	Example: Student thinks through the who, what, where, when, why, and how of a problem before presenting a solution	Example: Student will actively gather data before offering a solution	Example: Student shows an understanding of the tasks to be completed

**Diversity and Inclusion**

<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Diversity and Inclusion</b></p>	<p><b>Student employee demonstrates empathy and compassion for others in their work</b></p>	<p>Example: Student acknowledges the support and contributions of others in achieving results; is flexible, open, and receptive to new information, ideas, and approaches; shows respect and value for the unique contributions of each associate</p>	<p>Example: Student is open to new ideas and shows compassion when others are sharing their experiences</p>	<p>Example: Student is empathetic and compassionate when working with others both in and outside of the office</p>
	<p><b>Student employee understands the importance and ongoing commitment to DEI efforts in their work, campus and/or community</b></p>	<p>Example: Student demonstrates a willingness to examine own biases, assumptions, and attitudes; responds with curiosity when someone expresses an idea, even if he/she/they disagree; proactively seeks opinions of all impacted parties</p>	<p>Example: Student has engaged in projects to promote diversity both on campus and within the community</p>	<p>Example: Student has shown interest in learning more about diversity in the workplace</p>
	<p><b>Student employee looks for, or works for diversity in projects, discussions and problem solving at work</b></p>	<p>Example: Student demonstrates a willingness to listen to and accept new ideas, alternatives, and perspectives; values and supports differences in others, contributing to an inclusive work environment</p>	<p>Example: Student has shown commitment to engaging the ideas of others who have different experiences</p>	<p>Example: Student shows understanding of having diverse opinions in the workplace</p>

**Community Service**

<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Community Service</b></p>	<p><b>Student employee makes a distinctive contribution to the community with their work</b></p>	<p>Example: Student impacts the community on a large scale through their daily work</p>	<p>Example: Student’s work improves the lives of community members as a direct result of their work</p>	<p>Example: Student consistently produces excellent work and shows dedication</p>
	<p><b>Student employee’s work makes an impact on the university and/or beyond the university community; and that impact will be felt even after the job is complete</b></p>	<p>Example: Student expands on the job role in a positive way; makes a distinctive contribution that will have a lasting positive impact on the community</p>	<p>Example: Student completes a project that will positively impact the lives of those in the surrounding community</p>	<p>Example: Student is impactful in their daily job responsibilities</p>
	<p><b>Student employee works to inspire others to serve the university or the community</b></p>	<p>Example: Student takes initiative to recruit others to actively serve and make an impact on the community</p>	<p>Example: Student attends information sessions to promote community service at the institution</p>	<p>Example: Student works well with team</p>