**Chi Epsilon Sigma**

**Distinguished Service Awards**

**Due: November 1st**

**Goal:** Annual recognition of staff members in each career category who excels in all aspects of job performance.

**Criteria:** Exceptional support staff service to Ohio State University Extension or Central State University Extension.

 **Eligibility:** Any Extension Support Staff member who is a current, active member of Chi Epsilon Sigma.

**Award Description:** One nominee from each career tier will be presented a certificate and announced during the OSU Extension Annual Conference awards ceremony.

**Schedule & Selection Procedure:** Completed nomination form must be submitted to the

Chi Epsilon Sigma, Membership Secretary (Matney.30@osu.edu) via email by 11:59 PM, November 1st.

**Awarded Categories:**

|  |  |  |
| --- | --- | --- |
| **Early Career**0-9 Years of Service | **Mid-Career**10-19 Years of Service | **Advanced Career**20 + Years of Service |

\*For information regarding membership status/service record or award questions in general, please contact:

Paige Matney - Chi Epsilon Sigma, Membership Secretary

(740) 533-4322 matney.30@osu.edu

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**Chi Epsilon Sigma**

**Distinguished Service Awards**

**Nomination Form**

**Nominee’s Information:**

|  |  |
| --- | --- |
| Nominee’s Full Name:  | Click or tap here to enter text. |
| Is the Nominee a current CES Member? | Yes [ ] No [ ]  |
| Nominee’s Date of Employment (Month/Year): | Click or tap here to enter text. |
| Years of service as of 12/31 of current year: | Choose an item. |
| Nominees Job Title: | Click or tap here to enter text. |
| Nominee’s Office Location: | Click or tap here to enter text. |

**Nominator’s Information:**

|  |  |
| --- | --- |
| Name: | Click or tap here to enter text. |
| Email Address: | Click or tap here to enter text. |
| Phone Number: | Click or tap here to enter text. |
| Working relationship to the nominee: | Click or tap here to enter text. |

**Describe the nominee’s works of excellence, over and beyond the call of duty, including professional accomplishments, creative works, organizational membership involvement, awards, etc.**

|  |
| --- |
| Click or tap here to enter text. |