

IASPA: Human Resources Specialist/Support Staff Award

The Human Resources Specialist/Support Staff Award is given to an individual whose contributions have had a significant impact on the efficiency of the human resources office and to the field of human resources; who has at the local, state/province, national, and/or international level distinguished themselves through leadership service; and is a collaborative, contributing participant in human resources functions and/or programs. Active IASPA membership is not required.

Documentation for each category is required.

Element	Distinguished (4 points)	Satisfactory (3 points)	Minimal (2 points)	No Evidence (1 point)	Score
Contributions to the Field of Human Resources or Process / Strategy / Initiative	Demonstrates extensive and exceptional evidence and examples of creativity and visionary work in human resources process/strategy /initiative leading to change in practices and policy in district and/or field of human resources. Demonstrates practices are replicable in other districts.	Evidence and examples of participation in human resources process/strategy/ initiative(s) provided.	Limited evidence of participation in human resources initiative(s) provided.	No evidence of participation in the development or implementation of human resources initiative(s) provided.	
Contributions to the Human Resources Office	Makes substantial contributions to the human resources office that improve the efficiency of the department. Demonstrates innovative practices that are replicable to other departments.	Evidence of contributions to the human resources office is provided. Some evidence that practices implemented are innovative or replicable in other departments.	Limited contributions to the human resources office.	No evidence of contributions to the human resources office.	
Leadership in Human Resources / Service to IASPA	Influential Service in Human Resources and/or on IASPA Committees, AASPA Committees, etc.	Evidence of leadership in Human Resources, IASPA, AASPA, etc.	Limited evidence of leadership in Human Resources, IASPA, AASPA, etc.	No evidence of leadership in Human Resources, IASPA, AASPA, etc.	
Team Player	Consistently collaborates with colleagues in a positive and productive manner. Consistently volunteers expertise/time/effort or serves	Collaborates with colleagues in a positive and productive manner. Has volunteered or served as a mentor.	Maintains cordial rather than collaborative relationships with colleagues. Participates as a mentor when asked.	No evidence provided regarding relationships with colleagues or mentoring.	

	as a resource or mentor to others in the department/district. Serves as a model for others. Assumes leadership role on team/department.				
TOTAL SCORE					