**Awards and Recognition Committee**

**Committee Objectives**

The Awards and Recognition Committee at the Society for Personality Assessment is responsible for reviewing nominations and selecting recipients for awards within SPA, including those acknowledged at the SPA Annual Convention. The committee, which should be a broad representation of the SPA membership, ensures that awards are given in a fair and objective manner and that recipients are chosen based on their merit and alignment with the SPA’s mission, vision, and values. In addition to selecting award recipients, the committee also can propose additional awards for the SPA Board to consider.

Key responsibilities of the committee members include:

* Review award nomination submissions and determine eligibility;
* Evaluate and score nominations based on established criteria;
* Participate in committee meetings and discussions to deliberate on award recipients;
* Maintain confidentiality and handle sensitive information with discretion;
* Ensure that the selection process is fair and objective;
* Attend and participate in award ceremony events as required;
* Provide feedback to the Board of Directors to improve the overall slate of awards and processes associated with nomination, selection, and naming; and
* Collaborate with other committee members to ensure the successful execution of the awards program.

**Committee Member Representation and Qualifications**

As a whole, the committee would be comprised of SPA members that have:

* Strong attention to detail and ability to evaluate information objectively;
* Excellent communication and interpersonal skills, with the ability to work collaboratively in a team setting;
* Demonstrated commitment to the organization's mission and values;
* Familiarity with the organization's award categories and criteria;
* Collectively represent global society membership, including student, early career, as well as mid/late career members, and both clinical and academic professionals; and
* Be committed to ensuring the advancement of the SPA Strategic Framework.

**Estimated Time Commitment and Meeting Format**

The majority of this work is during the selection period between August and October. Outside of selecting the awards, there may be conference calls or other meetings, which should be no more than 1-3 hours of meetings and outside work per month. All meetings will be virtual and will occur through Zoom.