

The Gary Waterfield Staff Award for Outstanding Service

Purpose:

In memory of Ronald Gary Waterfield, former long-time employee in the DeGroote School of Business at McMaster University, a special award has been established in honour of Mr. Waterfield's many years of service. An annual recognition of staff members will be established for those who have made an outstanding contribution to the School beyond the normal expectations. Staff may be acknowledged for the following:

- Exceptional quality of service,
- Improvements in the daily operation of their department or area,
- Contributing to harmonious working relations, including fostering an inclusive work place, and
- Contributions that have enhanced the reputation of the DeGroote School of Business.

The Award:

The recipient of the award will have his/her name added to a permanent "Roll of Honour Plaque". The recipient will be given a Certificate of Award in recognition of their contribution to the DeGroote School of Business and an award valued at \$500 will be added to their annual professional allowance.

Eligibility:

The award is open to all staff in the School of Business employed on a continuing basis, term or contract, with at least two years of service in the School.

Procedure:

1. The Dean's Office will appoint a committee chaired by the Director of Finance and Administration.
2. Nominations will be received by way of an electronic survey. Any member of the DeGroote School of Business community may nominate an eligible employee for the award. Three individuals, one of whom must be a staff member, must support the nomination. The deadline for the submission of nominations is required no later than two weeks prior to the annual Spring Celebration.
3. The award will be presented annually (tentatively planned for the Spring).