



**Established in memory of Kelly Clement (1979-2021)**, the Clement Employee Service Award annually recognizes the outstanding contributions of a USask staff member to the graduate student community. Nominees will typically demonstrate their commitment to supporting graduate students by pursuing goals and objectives that align with at least one of the three 2025 aspirational areas of the College:

1. Achieving Inclusive Academic Excellence by mobilizing and reinforcing exceptional graduate student experiences.
2. Creating Knowledge and Skills that take graduate students beyond traditional degree outcomes and support them as scholars to be global contributors prepared for various career paths.
3. Rejuvenating Relationships to embolden and activate USask’s internal and external graduate community.

**Nominee’s Information**

(To be completed by the nominator)

Last Name	First Name	Email Address
Home Unit/Department		

**Nominator’s Information**

Last Name	First Name	Email Address
Home Unit/Department		

Please identify which of the following activities or attributes you believe the nominee most frequently exhibits (check all that apply):

- Consistent excellence in job performance, providing exceptional service to graduate students, faculty, and fellow staff alike
- Demonstration of commitment to their department, program, unit, or the wider CGPS by regularly performing services beyond the requirements of their job responsibilities
- Contribution to a positive and productive work and learning environment
- A willingness to share their knowledge, skills, and experience with others, always offering to lend a helping hand
- Community building amongst graduate students or staff who support graduate students
- Fostering an environment either at the unit or institutional level that improves, enhances, or strengthens some aspect of the graduate student experience; is committed to making the university experience a positive one for all students
- Development or enhancement of materials or processes for the benefit of the graduate student community
- Seeks out opportunities to grow and learn, taking initiative to direct their own professional development as it relates to their role



**Nominator Letter**

On a separate page, briefly outline (maximum two pages) how the nominee has met the award criteria. Be sure to include a short professional biography of the nominee and a description of the nominee’s impact on the graduate community at USask.

**Support Letters**

Please include two letters of support (maximum one page) in the final submission package.

Name of Support Nominator 1

Last Name	First Name	Email Address
Home Unit/Department		

Name of Support Nominator 2

Last Name	First Name	Email Address
Home Unit/Department		

**Submission Checklist**

Please submit the completed nomination package to [shakiba.jalal@usask.ca](mailto:shakiba.jalal@usask.ca) by the posted [deadline](#).

- nomination form
- nomination letter
- two support letters

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The award recipient will be announced at CGPS’ Faculty Council meeting in the new year.