ASHHRA National Mentorship Award Nomination

Purpose:
The Merriam-Webster Dictionary defines a mentor as "a trusted counselor or guide." A mentor is a more experienced individual who helps and guides another individual's development and this guidance is not done for personal gain. ASHHRA had the privilege of having such a mentor in Paul Guy. In memory of Paul Guy, an ASHHRA past president, the American Society for Healthcare Human Resources Administration has developed the **ASHHRA National Mentorship Award**. The purpose of the award is to recognize members of ASHHRA who exemplify those qualities of mentorship as demonstrated by Paul Guy. This award is not limited to just one individual.

***Submission Process:**
1. The nominator and nominee must be ASHHRA members
2. Attach three (3) letters of recommendation (maximum 1 page)—See Required Documents section
3. Submit completed nomination form with letters of recommendation email by **May 30, 2014.**

Email submission to:
ashhra@aha.org
(with the subject *2014 ASHHRA National Mentorship Awards*)

For questions, please contact Emily Meskill at 312-422-3726.

Selection Criteria Guidelines:
The ASHHRA Regional, Chapter, & Member Services Committee will review all nominations and select award recipients based upon the following criteria:

- Nominee and nominator are both current ASHHRA National members, and the nominee must have had at least five (5) years of consecutive ASHHRA membership
- Three (3) supporting letters: One from the nominator, one letter from an affiliated chapter officer, and one letter from an additional member (ASHHRA affiliated chapter members and/or ASHHRA national members) who have benefited from the nominee's mentorship and speak to the following attributes:

Role Model
- Provides a model for civil and appropriate behavior and attitudes
- A person that the mentee admires or wants to be like
- Has qualities/values that the mentee desires for self
- Expands the mentee's perspective and definition of their profession

Teacher
- Helped mentee to acquire knowledge, information, and/or skills
- Participates in learning new things

Resource
- Provides opportunities to try new experiences
- Introduces mentee to new people, places, interest or ideas
- Encourages mentee to approach other people as resources
- Suggests new sources of information

Support
- Boosts self-esteem of mentee
- Conveys warm, caring demeanor towards mentee as a person
- Listens to ideas and concerns
- Expresses belief in mentee's abilities

Companion
- Shares interests and experiences
- Takes time for talking with and listening to mentee.

NOMINATION FORM—ASHHRA National Mentorship Award

(All blanks must be filled in)

Nominee Name: _____ Title: _____

Organization: _____ Phone: _____

Address: _____ Fax: _____

City, State, Zip: _____ Email: _____

Region: _____

Chapter's Complete Name: _____

Nominee's Direct Supervisor: _____

Address (only if different from above): _____

_____

Nominator: _____ Title: _____

Organization: _____ Phone: _____

Address: _____ Fax: _____

City, State, Zip: _____ Email: _____

Nominator's Signature: _____ Date: _____

About the ASHHRA National Mentorship Award:
Award recipient will receive the following recognition:

- Congratulatory letter from ASHHRA President sent to award recipient and recipient's immediate supervisor
- Recognition and award presented at the 2014 ASHHRA Annual Conference in Chicago, Ill.
- Recognition in *HR Pulse*, the official magazine for ASHHRA members.

Required Documents:
Please attach three (3) letters of recommendation (maximum 1 page each). Letters are to support the nomination and speak to the attributes of role model, teacher, resource, support, and companion.

1. One letter must come from the nominator
2. One letter must come from an ASHHRA Chapter Officer
3. One letter must come from another member (ASHHRA affiliated chapter members and/or ASHHRA national members) who has benefited from the nominee's mentorship.

Submit completed nomination form by **May 30, 2014**.

Any submission received after this date will not be considered.