



## EMPLOYEE OF THE MONTH NOMINATION FORM

The purpose of the Employee of the Month programme is to recognise those employees who show exemplary individual achievement, contribution and performance in their jobs and other related duties beyond their own, in an effort to make the workplace more welcoming to colleagues and customers.

The Employee of the Month programme seeks to acknowledge those whose efforts have inspired and supported the performance and achievement of others.

Nomination forms must be submitted to Head Office, via email, by the last Friday of each month in order to be considered.

Please include specific examples of how the nominee has gone above and beyond their normal job duties in **each** of the categories numbered 1-4 below. Examples have been given in each category for you to use as a guide. Write as if nobody knows the nominee and provide as much detail as possible. Use an additional page if necessary.

**Nominee Name:** \_\_\_\_\_

**Tigers Childcare Centre:** \_\_\_\_\_

1	Team Work	Evidence
	<b>Examples:</b> <ul style="list-style-type: none"> <li>○ Brings expertise &amp; passion to collaborate as one team and go that extra mile.</li> <li>○ Committed to common goals and agree that we are all in this together.</li> <li>○ Openly communicates</li> <li>○ Value diversity within the team</li> <li>○ Willing to share our resources and help each other solve problems.</li> </ul>	
2	Dynamic	Evidence
	<b>Examples:</b> <ul style="list-style-type: none"> <li>○ Find ingenious and smarter ways to help our colleagues &amp; customers.</li> <li>○ Achieve excellence in our services, standards and care of children.</li> <li>○ Pride ourselves on being energetic and focused on achieving our goals</li> <li>○ Encourage a positive culture</li> <li>○ Passionate about change for the better.</li> <li>○ Eager for innovation in all aspects of what we do.</li> </ul>	

<b>3</b>	<b>Respect</b>	<b>Evidence</b>
	<b>Examples:</b> <ul style="list-style-type: none"> <li>○ Shows pride and passion for the business.</li> <li>○ Treat others with dignity &amp; respect.</li> <li>○ We talk with each other, not about each other – promotes collaborative/positive environment.</li> <li>○ Shows kindness and consideration to colleagues, customers and children in our care.</li> <li>○ Listens to views of others.</li> </ul>	
<b>4</b>	<b>Integrity</b>	<b>Evidence</b>
	<b>Examples:</b> <ul style="list-style-type: none"> <li>○ Focuses on doing things correctly even when difficult.</li> <li>○ Accountable for their actions, successes and brave with their failures.</li> </ul>	
<b>Any Other Reasons/Comments</b>		

**Nominated by:** \_\_\_\_\_

**Date:** \_\_\_\_\_