**Individual Contribution Award – Application Form**

An online application form is also available in [MyAdmin](file:///C:/Users/rah57/Downloads/myadmin.aber.ac.uk).

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| --- | --- |
| Name: |  |
| Nominee: |  |
| Email: |  |
| Payroll Number: |  |
| Department and Faculty: |  |
| Job Title: |  |
| Current Grade: |  |

I am submitting this nomination:

|  |  |  |  |
| --- | --- | --- | --- |
| As the Line Manager |  | On my own behalf |  |

**Application**

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| Thinking about the requirements of the role, please demonstrate how your employee/you has made a sustained excellent contribution and consistently exceeded the principal requirements associated with the role, and/or has gone beyond their role  **Your statement should not exceed 500 words** |
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| Please provide evidence of how you/your employee has demonstrated exceptional positive Leadership within your/their role (can include project leadership, academic leadership as well as direct line management).  **Your statement should not exceed 500 words** |
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| Considering the University’s values, please indicate how you/your employee has instilled these in your/their role over the past 12 months, as a senior leader at the University  **Your statement should not exceed 500 words** |
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**Head of Department Statement of Support**

The nominees Head of Department should complete this section.

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| I confirm I fully support this application |  |
| The statement is correct and reflective of excellence in this role |  |

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| If you would like to add anything in addition to support for this nomination, or if you **do not** support this application, please provide a short statement detailing this. |
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