

# Western Region IPMA-HR Awards Program and Selection Criteria

The Western Region IPMA-HR Board has created an awards program to recognize agencies and individuals who are examples of excellence within public sector HR. The Awards Program includes The Muriel M. Morse Achievement Award, the Agency Awards for Excellence, the Outstanding Chapter Award and the Emerging Leaders Scholarship Award(s).

**The Muriel M. Morse Achievement Award** is presented to a member of our organization who exemplifies the positive attributes that made Muriel Morse a memorable individual. Among her many leadership positions, Muriel was President of both Western Region and IPMA-HR. She retired from the City of Los Angeles as the General Manager, Personnel Department and continued her career as an adjunct professor with the University of Southern California. Muriel played an important role in the development of excellence in the City's Personnel Department, but more so in the development of the Personnel Department staff. She was both a model and a mentor, and she relished both roles. She was extremely committed to professional organizations and the values they bring to the workplace. She encouraged her staff to participate and grow within these organizations.

**The Agency Awards for Excellence** are designed to recognize the overall quality, accomplishments, and contributions of an agency human resources program that exceeds the normal operation of a good government human resources program. The awards will be based on program initiatives, accomplishments, and contributions achieved preceding the nomination.

**The Outstanding Chapter Award** was developed to recognize and honor a chapter that has made and sustained innovation and diversity in chapter programs, resourcefulness and support for the community in carrying out the goals of IPMA-HR, or a chapter that has shown the most improvement or progress in one or more evaluation areas.

**Emerging Leaders Scholarship Award(s)** aim to support the development of emerging HR professionals in the public sector. Scholarships range from \$250 - \$1000, depending upon the number of recipients, and are intended to enable members to increase their professional growth and development by earning their IPMA-CP or IPMA-SCP certification, or by participating in programs such as IPMA-HR meetings, conferences, seminars, and workshops at the chapter, region, or international level.

The Western Region Board accepts nominations for these awards for consideration of individuals and agencies that have demonstrated the outstanding qualities that demonstrate the ideals of professionalism in human resources. The awards are presented annually at the Western Region IPMA-HR Conference.

## EVALUATION GUIDELINES FOR THE AWARDS COMMITTEE

The Awards Committee will use the following evaluation system. A numerical value from one to five will be designated by each committee member, for each of the criterion areas which have been developed for evaluating candidates (one being the lowest or weakest area and five representing the nominee's highest or strongest area).

### **The Muriel M. Morse Achievement Award Criteria:**

1. Nominee exemplifies positive attributes

2. Leadership positions of nominee held in Western Region IPMA-HR and IPMA-HR
3. Nominee's role in the development of excellence for their agency or the field of Human Resources
4. Nominee as a human resources model and/or mentor for others in the field

### The Agency Awards for Excellence

The Agency Awards will be based on program initiatives, accomplishments, and contributions of an agency human resources program that exceeds the normal operation of a good government human resources program. A maximum of four awards may be given in one year. Agencies nominated must be an IPMA-HR Agency member at the time of submission. All nominations must include the following elements:

1. Program initiative and overall quality.
2. Accomplishments of the Program or Agency.
3. Contributions of a program that exceeds the normal operation of a good government human resources program.

### SPECIFIC NOMINATING CRITERIA

- A) Program Characteristics** – Provide the Program or Initiative name/title and describe the environment in which the human resources program operates. Address specifically:
- size (i.e., number of employees served);
  - types of employees (e.g., clerical, administrative, professional)
  - union relations
  - budget and human resource constrictions
  - relationship to Chief Executive Officer
  - whether the program for an operating or central human resources agency
- B) Human Resources Program** - In each of the major functional areas, describe the specific initiatives, accomplishments, and contributions and their results. Specifically identify those accomplishments you consider innovative. If the nomination is for a central human resources agency, describe how the accomplishments have benefited the agencies served. If the nomination is for an operating agency, describe how the accomplishments have benefited the management and employees of the agency.

All nominations should include the following identifying information:

- Name of agency
- Number of Employees: \_\_\_ Full-Time, \_\_\_ Part-Time
- Agency head and title
- Agency address
- Name, title, phone number, e-mail and address of person submitting the nomination

All nominations will be considered as final entries and are limited in length to a maximum of five pages.

### The Outstanding Chapter Award

1. Chapter has undertaken innovative initiatives that have provided value to its members
2. Chapter has measurable growth in membership
3. Chapter has been a model and/or mentor for others in the Region

Chapter nominations should be can be submitted in a narrative format limited to a maximum of five pages. Pictures and other media may also be submitted for consideration.

**Emerging Leaders Scholarship Award(s)**

1. Must be an active member of IPMA-HR
2. Describe how they will use the scholarship award to enable their professional growth through IPMA-HR

Interested members should use the Western Region IPMA-HR Professional Development Scholarship Application form for consideration.

Nominations for each award must be received electronically (Ronald.Zito@portlandoregon.gov) no later than **Friday, February 9, 2018.**