**San Diego Human Resources Forum**

**2016 HR Executive of the Year Nomination Application**

The San Diego Human Resources Forum (SDHRF) HR Executive of the Year Award is presented annually. The Award recognizes an HR Executive who has exemplified the strategic role of Human Resources and who is otherwise an outstanding leader within the HR community in San Diego County.

**The Nomination Process**

SDHRF will request nominations of executive level human resources professionals from the San Diego community for consideration.

The Selection Committee consists of highly regarded senior business and human resources leaders in San Diego County. Using a criteria-driven evaluation process the Selection Committee will narrow our nominees down to three finalists and will then interview the finalists’ CEOs and HR staff, as well as conduct in-person panel interviews with each finalist. Through providing a well-rounded assessment of each finalist, the Selection Committee is able to identify the most qualified HR Executive of the Year.

**Eligibility**

* Must be actively employed as an HR Executive in their organization (VP or higher; can be a Director if he/she is the highest-ranking HR person for the organization).
* Must have been within their current role at the current organization for a minimum of two years.
* Past winners of the Award are ineligible.

**Criteria**

Nominees for the HR Executive of the Year Award will have made a significant impact in their current role and community through outstanding dedication, competence, exceptional performance, excellent service to their team and company, ***as demonstrated by the following*:**

* Overall leadership ability
* Quantifiable direct impact on the business as a whole
* Recognizable contributions to the HR function within their organization and to the field as a whole
* Innovation and professional development with regard to self, team, and community involvement
* Integrity

**Required Materials**

* Completed Nomination Application
* Resume & Headshot
* Three concise letters of recommendation (limit 500 words). At least one letter must be written by the nominee’s direct supervisor.
* Any essential documents that showcase the nominee’s impact throughout their career as an HR Professional. This may include but is not limited to: awards, volunteer work, community outreach programs, etc.

**Application Deadline**

The deadline for application submission is **July 31, 2016**. All applications must be submitted to SDHR Forum’s Selection Committee at [eoy.sdhrforum@gmail.com](mailto:eoy.sdhrforum@gmail.com)

**Note: Applications submitted by the individual pursuing nomination will not be considered without the support of their executive leadership.**

**Nominee Information**

**Full Name:** Click here to enter text.

**Title:** Click here to enter text.

**# Of Years with Title:** Click here to enter text.

**Certification(s) Held:** Click here to enter text.

**Direct Phone Number:** Click here to enter text.

**Email Address:** Click here to enter text.

**LinkedIn URL:** Click here to enter text.

**Other Social Media Usernames:** Click here to enter text.

**Does Nominee have an assistant?** Choose an item.

**If yes, please provide contact info:** Click here to enter text.

**Employer Information**

**Nominee’s Employer:** Click here to enter text.

**Employer Address:** Click here to enter text.

**Employer Website:** Click here to enter text.

**Employer Description:** Click here to enter text.

**Full Name of CEO:** Click here to enter text.

**CEO Phone Number:** Click here to enter text.

**CEO Email Address:** Click here to enter text.

**Questionnaire**

**Please provide a brief biography of the Nominee:**

Click here to enter text.

**Is the Nominee involved with San Diego HR Forum? If so, please list/describe any positions and/or activities that the Nominee has participated in:**

Click here to enter text.

**Please list other activities, such as civic or professional associations or leadership positions, in which the Nominee is involved with:**

Click here to enter text.

**In what ways does the Nominee influence those around him/her to better themselves, their team, their organization, and their community?**

Click here to enter text.

**Please describe the Nominee’s accomplishments over the last two years.** Performance indicators below are provided to act as an aid in developing your response: You may choose to use these items or not: Describe a major problem the Nominee handled exceptionally well. List innovative programs initiated by the Nominee. How has the Nominee established the HR function as an integral part of the organization? How has the Nominee contributed to the organization’s strategic goals? How has the nominee demonstrated management skills within the HR function?

Click here to enter text.