**San Diego Human Resources Forum**

**2016 HR Team of Excellence Nomination Application**

The San Diego Human Resources Forum (SDHRF) HR Team of Excellence Award is presented annually. The Award recognizes an HR Team who has made significant contributions to their respective business industries and truly exemplified the definition of teamwork within the HR community in San Diego County.

**The Nomination Process**

SDHRF will request nominations of human resources teams within the San Diego community for consideration.

The Selection Committee consists of highly regarded senior level 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 HR Team finalists and will then interview the finalists’ CEOs and HR team leaders. Through providing a well-rounded assessment of each finalist team, the Selection Committee is able to identify the most qualified HR Team of Excellence.

**Eligibility**

* The majority of team, at least 51%, must conduct work within the San Diego location of their company or organization.

**Criteria**

Nominees for the HR Team of Excellence 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
* Quantifiable 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
* Group picture of entire team
* Three concise letters of recommendation (limit 500 words) from managers, peers, vendors, etc. At least one letter must written by the team’s executive leadership.
* Any essential documents that showcase the nominees’ impact throughout their career as HR Professionals. 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.**

**Employer Information**

**Team’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.

**Team Organization Information**

**Team Department Name:** Click here to enter text.

**Team Lead:** Click here to enter text.

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

**Direct Phone Number (Team Lead):** Click here to enter text.

**Email Address (Team Lead):** Click here to enter text.

**Questionnaire**

**Please provide a list of all HR team members and titles:**

Click here to enter text.

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

Click here to enter text.

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

Click here to enter text.

**In what ways does the team influence their colleagues to better themselves, their team, their organization, and their community?**

Click here to enter text.

**Please describe a project/process that the HR Team implemented during the 2015 calendar year to current date (1000 words or less).**

Click here to enter text.