



## EARLY IMPACT AWARD FORM

### General Information

This award is open for all staff who have worked at JCCC for a minimum of 6 months but less than 2 years and have exhibited excellent performance. This individual exemplifies professionalism and has made significant contributions as a new employee.

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### Guidelines

**Eligibility:** All staff who are new to JCCC and who have worked at the college between 6 months and 2 years. Only one nominee per nomination form is permitted.

**Who can nominate:** A peer or immediate supervisor

**Deadline:** January 31, 2025

**Selection Process:** Reviewed by an internal group of employees, to award up to 16 employees annually.

**Obligations/Awards:** Awarded employees will receive \$250 (subject to applicable payroll taxation), a digital credential, and recognition at the Annual Awards Luncheon.

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### Application Information

Nominee: \_\_\_\_\_

Nominee Title: \_\_\_\_\_

Nominee Department/Division: \_\_\_\_\_

1. **Describe how the employee has exhibited excellent performance showing potential for future growth (be specific):**



2. List major achievements or outstanding individual efforts that contribute substantially to the department or college (be specific):

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Submitted by: \_\_\_\_\_  
 Campus ext.: \_\_\_\_\_ Email Address: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If not the supervisor, please have the employee’s supervisor provide 3-5 sentences detailing their support of this nomination for their employee.

Supervisor Signature \_\_\_\_\_ Date: \_\_\_\_\_

Please submit this nomination to Employee Engagement & Development GEB 262, Box 46, or staffdev.dept@jccc.edu by January 31, 2025.

**Employee Engagement & Development Internal Review:**

Date nomination received in office \_\_\_\_\_

Employee Classification:  Salaried  Hourly

Employee Start Date: \_\_\_\_\_

Committee Decision:  Awarded  Not Awarded