



## AUGUSTA UNIVERSITY EMPLOYEE ADVISORY COUNCIL SPIRIT AWARD NOMINATION GUIDELINES

The SPIRIT Award stands for Stewardship, Prevention, Integrity, Responsibility, Inspiration, and Trust; the definitions are listed below. This award recognizes an employee who represents these guiding principles, embraces the values of Augusta University and inspires the trust of others. Individuals who consistently set the ethical bar high in managing state resources, daily decision making and in the delivery of their work are deserving of this award.

**S = Stewardship:** Carefully Managing State Resources

*With privilege comes responsibility. As public employees, we have an obligation to the taxpayer and the state of Georgia to make sound financial decisions. Actions can directly impact the economic viability of the state. We must be mindful of this need.*

**P = Prevention:** Raising Awareness

*Consistent messaging should reinforce the expectation for employees to “do the right thing.” When someone falls short of this expectation there will be consequences – consequences that are readily apparent to everyone.*

**I = Integrity:** Building a Culture of Ethical Behavior

*There is no room for mental debate. Ethical decision making should be so engrained in the work culture that employees know what to do instinctively. A value-driven work environment is intrinsically rewarding.*

**R = Responsibility:** Upholding Our Duty to Report

*Suspected malfeasance must be reported. Know the requirements. Don't be complicit by your silence.*

**I = Inspiration:** Leading by Example

*Forget about lip service. It's not just about meeting compliance standards...rather, it's about exerting moral leadership in everyday decisions in ways that will inspire others to act accordingly. An inspiring leader embraces guiding principles for the greater good. Their decisions are perceived as fair, even if unpopular.*

**T = Trust:** Preserving Public Confidence

*As leaders we carry tremendous influence. We must ensure our words and actions do not breach the trust of our constituents.*

### **I. GENERAL CRITERIA:**

- a. Nominee must be an active employee of Augusta University or AU Health for at least a year.
- b. Nominee may not have any disciplinary actions on file for the previous 12 months.

### **II. NOMINATION PROCESS:**

**As you develop the description, you may wish to consider the following questions:**

- a. How does the nominee stand out from others with their ability to emulate the SPIRIT principles?
- b. How does the nominee model excellence and outstanding job performance?
- c. How has the nominee led by example and inspired the trust of others?
- d. How does the nominee set the ethical bar high in managing resources, daily decision making and the delivery of their work?

### **III. SUPPORTING DOCUMENTATION:**

**All supporting documentation can be attached to nomination, some examples are as follows:**

- a. Examples to how the nominee demonstrates stewardship, prevention (doing the right thing), integrity, responsibility, inspiration and trust.
- b. Examples of significant accomplishments, notable success, or leadership for SPIRIT related initiatives.
- a. Letters of support/endorsement (optional).