

# Maine PASA Employer/Supervisor Recognition Awards

## Nomination Form

Submit this form to nominate an employer (a place where you work) and supervisor/administrator or Executive Director for Recognition by Maine PASA.

### Background/Criteria:

At least two awards will be given annually to workplaces and individuals whose employment and supervision of direct care and support workers represent the mission of Maine PASA to recognize, respect and promote professionalism.

### 1. *The Place to Work/Employer Award Criteria*

- Work environment & culture: Regardless of supervisor, the environment is supportive of direct support and care workers.
- Communication: Information is shared clearly, quickly and effectively.
- Staff Interaction: Staff relations are positive, supportive and caring.
- Community Building: Workers feel they are part of and contributing to the whole organization.
- Worker Support: Management takes into consideration the working styles needs of individual workers, offering flexible options to ensure the health and well-being of each employee.

### 2. *Criteria to recognize Individual Supervisors, Administrators and Executives*

- Listening Skills: Supervisor demonstrates genuine interest in the thoughts and feedback of their workers, frequently valuing the opinions and contributions of workers by involving them in important decisions.
- Management Style: This supervisor demonstrates a collaborative management style, able to admit to their own mistakes as well. They are knowledgeable, caring, cooperative and respectful while willing to “get their hands dirty” when needed.
- Problem solving: Supervisor is able to “take a step back” and see the whole situation, finding a sensible solution for the entire issue, not simply a piece of the issue.

### Instructions:

- ✓ Please submit nominees to our employer recognition selection committee by completing the information and sending to:

Maine PASA  
P.O. Box 710  
Norway, ME 04268.

You may also email (rggedat@exploremaine.com) nominations.

- ✓ Nominations forms need to be submitted by May15th.

I nominate \_\_\_\_\_ for recognition by Maine PASA as an employer/individual.

Please describe why this person should be considered for recognition. If you wish to discuss your nomination with our selection committee please provide your contact information and indicate a good time for us to call you.

### Nominee Contact Information:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_

E-mail: \_\_\_\_\_

Nominated by: \_\_\_\_\_.