

SETAC North America

Professional Excellence Award Rubric

This award may be presented annually to a member of SETAC North America who has shown exemplary service in advancing the society's mission and work. The recipient would have contributed to SETAC governance, programs and the environmental science field. Nominees must be full members of SETAC North America in good standing for five years prior to consideration for the award. Self-nominations for this award are welcome.

Nominee Name:

Scoring Guidance	Range	Fair	Good	Great	Total
Nomination Letter (600 words maximum) The nomination letter describes the contributions of the nominee to SETAC and the field of environmental science by detailing the nominee’s work and how it has advanced SETAC’s mission, governance, programs and the field of environmental science.	0-20	0-12	13-16	17-20	
Letters of Support (2, each 400 words maximum) The two letters should be from individuals who are SETAC members and familiar with the contributions the nominee has made and discusses how the nominee’s contributions fit the award criteria.	Letter 1 0-10	0-6	7-8	9-10	
	Letter 2 0-10	0-6	7-8	9-10	
Biographical Sketch (Approximately 250 words) The nominee’s biographical sketch highlights his dedication to the field and supports the award criteria.	0-20	0-12	13-16	17-20	
Resume (4 pages maximum) The nominee’s resume highlights the nominees work and how it advanced the field of environmental science consistent with the award criteria.	0-20	0-12	13-16	17-20	
Reputation in the Field (assessed during review) The nominee is well regarded by peers at SETAC and in the field, and discrete inquiry indicates the nominee has comparted self with a high level of integrity and ethics. Additionally, discreet inquiries suggest that the nominee consistently demonstrates a high level of integrity and ethics. Further, there are no signs of any known controversies or scandals associated with the nominee that could potentially cast a negative light on the organization in the event the nominee is chosen as an award recipient.	0-20	0-12	13-16	17-20	
Submission meets length requirements	Yes		No		
Total (maximum possible score 100)					