UMKC School of Medicine Faculty Community Service and Engagement Award

This checklist must be included as the first page of the single PDF of all nomination materials. (Check as applicable).

The nominator must attest:

\_\_\_\_ The nominee is tenure or nontenure track faculty at the SOM for a minimum of 5 years.

\_\_\_\_ The nominee is being considered for substantial contributions for service and community engagement locally, regionally, nationally, or internationally while also engaging SOM learners in these volunteer activities. This recognition is for philanthropic service not related to compensated or contracted clinical or other work duties.

\_\_\_ The nominator can nominate one individual.

Materials to be submitted as one PDF in this order:

\_\_\_ This completed checklist

\_\_\_ A nomination letter of no more than 3 pages including a narrative about how the nominee’s community service and engagement activities have impacted the community and learners. A brief description of name of agencies/organizations served, services provided, and time commitment (such as hours/week or month over what period) should be included, focusing on volunteer activities in the last 5 years. Include if the nominee has received an award for their service or if the program/organization has been recognized due to the efforts of the nominee. Specific client outcomes should be included, if available.

\_\_\_ Up to 3 letters of support from those that have been influenced or directly benefitted from the volunteer service efforts of the nominee.

\_\_\_The nominee’s one-two page narrative describing their volunteer service philosophy

\_\_\_The nominee’s additional supporting materials, if applicable:

 \_\_\_Agencies/organizations served in the past 5 years, a description of the activity, number of hours, months, years of service to each agency, outcome measures (number of clients served, amount of product distributed, or any client outcomes)

 \_\_\_List of SOM learners (medical, graduate, resident/fellows) that the nominee has engaged in service activities, including time commitment of the learner.

 \_\_\_Any award recognition of the nominee or the organization due to efforts from the faculty member (this could include a copy of the award, any publications regarding the organization/agency, etc.).

Nominator’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nominator’s Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_