

DISTRICT 5 AALAS, INC.
RESEARCH SUPPORT STAFF OF THE YEAR AWARD

I. Intent

- A. This award is intended for those individuals who have demonstrated a high level of excellence in their job which is closely associated with enhancing the quality of laboratory animal research at their institution.
- B. This unique award is intended to honor those individuals who perform work which in fact preserves and/or enhances the quality of life of research animals.
- C. The award should consist of a stipend of \$300 and an approximately 9"x12" plaque, procured and provided by the District 5 Trustees, with the following wording:

DISTRICT 5 AALAS, INC.
YEAR
NAME OF AWARD
NAME OF RECIPIENT
BRANCH

II. Eligibility

- A. The nominee should be someone who has excelled indirectly in a research discipline associated with laboratory animal science. Examples of job functions in this award category may include, but are not limited to, necropsy staff, quality assurance auditors, animal enrichment support staff, laboratory animal secretarial support staff, animal research compliance, IACUC staffs etc.
- B. The nominee **can not** be currently responsible for animals within his or her job function and may or may not be certified at one of the AALAS technical levels. (If the individual is currently responsible for the care of animals, he/she is not eligible to be nominated in this award category.)
- C. The nominee must be an AALAS member at either the branch or national level.
- D. If no nominee is deemed sufficiently qualified by the judges, no award will be given.

III. Criteria

- A. Day-to-day job performance, contributing to the smooth operation of the unit. (20 Points)
- B. Contributions to the field of laboratory animal science and/or AALAS, especially at the branch and district levels. (15 Points)
- C. Benefits to the facility of employment. (10 Points)
- D. Participation in additional programs, such as public service, educational programs, etc. (10 Points)
- E. Other certificates or awards earned or pertinent education received. (10 Points)
- F. Nominee may or may not be Certified at ALAT, LAT, LATG levels (5 Points)

IV. Nomination packet format

(Nominations must be sent to the Senior Trustee, received by the date as determined by the Senior Trustee with consultation of the meeting Awards Chair of each year. Submissions must be received as an e-mail attachment or FAX.)

- A. Nomination document addressing how the nominee fits the criteria listed above must not exceed three pages. (10 Points)
- B. Letters of endorsement, a maximum of three letters limited to three pages each. (10 Points)
- C. Attach proof of branch membership or letter from membership chair. (5 Points)
- D. Attach proof of AALAS certification at any level. (5 Points)