FINANCIAL SERVICES INDUSTRY EXCELLENCE AWARDS

MENTOR OF THE YEAR

Nomination Form

Nominee's Name

Place of Employment

Job Title

Years of Experience

To recognize an individual who has made an exceptional contribution to developing talent in the financial services industry through mentorship. The Candidate should have contributed to the development of people in the industry through personal guidance/advice, whether by way of a formal or informal mentoring initiative.

Eligibility: *Professionals at any level within BFSB member firms.*

- Overleaf is a detailed overview of why I/We feel this candidate should be recognized as "Mentor of the Year"
- Attached are testimonials (at least 2 required) from persons who have been influenced by this industry professional.
- Attached is a curriculum vitae (CV) which provides information on the employment history of the nominee.
- Attached is a photograph of the nominee *(can be attached digitally for nominations submitted via email.)*
- Attached is a two-paragraph description (summary) of the nominee which can be used for media purposes and the Awards Dinner Booklet.

Nominated by_____ _____

Firm/Institution

Nomination Form

MENTOR OF THE YEAR

Please tell us why this person should receive this award.

GUIDANCE FOR COMPLETION OF NOMINATION FORMS

Please include details along with examples with respect to the following to ensure that judges have adequate information to make the final selection

Nominee's Work Performance

- High overall quality of performance
- Accurately completes work assignments on time
- Controls high stress situations tactfully and calmly
- Takes initiative
- Requires little supervision
- Willingness to learn and take on new responsibilities
- Ability to train others and gladly willing to do so

Nominee's Attitude and Commitment

- Dedicated to fulfilling job responsibilities
- Demonstrates good customer service skills
- Consistently dependable and is punctual in reporting to work
- Active involvement in committees, fund-raisers, fairs, trainings, and other miscellaneous activities
- Serves as a role model to others
- Goes above and beyond the requirements of the job

Nominee's Interpersonal Skills

- Displays a helpful, cooperative and positive attitude towards superiors and co-workers
- Consistently friendly and available to others
- Uses effective listening skills
- Has a team player attitude
- Voluntarily assists co-workers in order to complete important department projects

Nominee's Personal Traits

- Professional demeanor
- Conscientious, honest, hard-working
- Integrity, on and off the job