

IMPERIAL

President's Awards for Excellence in Education

GUIDELINES

The President's Awards for Excellence in Education are annual awards to recognise staff members who have made outstanding contributions in teaching, research supervision and supporting the student experience.

Please read the guidelines below to help you when entering your nomination.

President's Award for Excellence in Outstanding Assistant Supervisor

These awards are to recognise the valuable contribution that postdocs make towards the supervision of the College's PhD students.

These awards are for outstanding assistant supervisors and should include excellence in the following areas:

- being approachable and supportive
- being welcoming and fostering an inclusive working environment
- providing effective feedback
- student reference

Nominations can be made by staff and students from all areas of the University, but would likely be students, members of supervisory teams, other departmental representatives, and other postdocs. The awards are decided by a selection panel, representing all faculties, and chaired by the Head of the Postdoc and Fellows Development Centre.

These four criteria are equally weighted:

- Approachable and supportive
- Encourages a welcoming and inclusive working environment
- Provides effective feedback
- Student feedback, based upon the student reference

Please ensure relevant written student feedback is included with this nomination as well as evidence of how the nominee meets the relevant criteria.

All nominations should be underpinned by consistently role modelling the Universities expected values and behaviours: Respect, Collaboration, Integrity, Innovation and Excellence.

There are 5 sections that make up the Outstanding Assistant Supervisor nomination form;

- Approachable and Supportive - Please describe how the nominee is approachable and supportive to PhD students, setting out examples where possible
- Encourages a welcoming and inclusive working environment - Please set out how the nominee encourages a welcoming and inclusive working environment, with examples where possible.

- Provides effective feedback - Please set out how the Postdoc provides effective feedback
- Student Reference - Please provide one or more student references
- Nominator Comments - Any additional comments that may provide more evidence for the nomination

The selection panel will ONLY draw on the evidence presented when making their decision, so please ensure a good case is presented for submission.

Attachments are permitted.