

# ARMED FORCES PERSON OF THE YEAR AWARD

## NOMINATION FORM AND INSTRUCTIONS

### Purpose:

The purpose of the Armed Forces Person of the Year Award is to honor those military members who have served or are currently serving with pride and distinction in our nation's armed forces (Army, Navy, Marine Corp, National Guard, Coast Guard, and Air Force). We recognize the sacrifice and courage they have displayed, and we appreciate their presence at Cooper.

### Criteria for consideration:

- The Armed Forces Person of the Year award will be awarded to any team member who has served or is currently serving in the armed forces of the United States.
- Team member must have worked a minimum of one year at Cooper and must not be in probationary status at the time of nomination.
- Team member has no disciplinary action on file in the 12 months preceding the nomination.
- Team member must be in good standing with the organization.
- Team member should have contributed to the community and or patient support.
- Team member should exemplify Cooper's core values and standards, listed below.

#### Core Values

- **Compassion** – *We are caring, kind, and empathetic taking action to relieve the suffering of others.*
- **Inclusion** – *We respect others, value differences, and promote a sense of belonging for all.*
- **Excellence** – *We are honest, professional, active, accountable, innovative, and passionate about quality in all our work.*

#### Service Standards

- **Communication** – *Always managing up, creating a positive impression of others, including team members and the organization. Encourages others to do the same.*
- **Courtesy** – *Is approachable and responsible when others need help, going outside of his/her job responsibilities to help the team while showing care and concern.*
- **Respect** – *Is accepting of others' rights, needs, and cultural differences. Advocate for diversity, equity, and inclusion at Cooper.*
- **Professionalism** – *Inspires and helps team members to develop skills and competencies to perform at their best and is highly respected among peers.*

### Submission Process:

1. The committee will receive and review all nominations submitted.

### Review and Selection Committee:

1. The committee is multidisciplinary and consists of nine members.
  - a. Decision will require a minimum of nine votes.
  - b. There will be six alternates committee members.

### Selection Process

1. The committee will evaluate and select the nominations that meet the criteria.
2. The committee will select the Armed Forces Person of the Year based on the established criteria.
3. Finalists will be notified.
4. The Armed Forces Person of the Year will be awarded:
  - a. A certificate (signed by our Co-Presidents/CEOs, and the department senior management.).
  - b. A Gold Star certificate worth 20,000 medallions to be redeemed on the Cooper Rewards Platform.
  - c. Armed Forces Person of the Year Award.
5. A recognition celebration will be held in honor of the Armed Forces Person of the Year.

The Armed Forces Person of the Year will be recognized on the Pulse, HR Corner, HR News, Weekly Rounds, Cooper Digital Boards, Pulse+ and Social Media Outlets (if consented).