

FACULTY MENTORSHIP AWARD

TERMS OF REFERENCE AND CONDITIONS

SUMMARY

The Department of Paediatrics established an annual Faculty Mentorship Award in 2013 to recognize excellence in the mentorship of faculty. Please consider nominating a colleague for this award that has provided mentorship to you and/or others.

ELIGIBILITY AND NOMINATION PROCESS

All clinical, non-clinical faculty members and employees in the Department of Paediatrics at the University of Toronto, including full-time, part-time and community paediatricians who contribute to and show commitment to mentorship in the Department are eligible for this award. The winner will be recognized in the Department of Paediatrics Awards Communique to be released in June.

NOMINATION GUIDELINES

You may nominate **one** individual for the award.

All nominators must have a faculty appointment at the University of Toronto or other allied faculty and healthcare professionals at SickKids.

Nominations must include a narrative (a brief description, maximum 1,000 words) of how this individual's mentoring has affected your career and/or the career of others.

Principle nominators must include a letter describing how the nominee embodies the criteria of this award.

Each nominator may solicit up to 4 additional supporting letters for their nominee. Each additional nominator must provide an individual letter (max 1–2-page letter).

All nominators must be, or have been, mentored by the nominee.

AWARD CRITERIA

Nominations for this award will be accepted annually. These are the potential areas for recognition of excellence in mentorship. The successful candidate will meet or exceed the following criteria which include (but are not limited to):

- Provided encouragement and support for the career and/or personal development of yourself and/or for other faculty members.
- Demonstrated qualities one might look for in a mentor: long-term commitment to mentoring, advisor/guide, coach, interpreter of organizational and/or professional rules, successful role model.
- Provided successful career development, including any, or all of the following: teaching, research, clinical and administration.

EVALUATION/ RANKING CRITERIA

All nominations are reviewed and ranked by three members of the Faculty Development Committee, in particular the members of the Career and Mentorship Sub-Committee, and the decisions are made by consensus by the Committee. The Committee then makes recommendations to the Executive of the Department and, on acceptance, the Chair of the Department.

COMMITTEE

Chair: Dr. Indra Narang, Associate Chair, Faculty Development and Equity, Diversity, and Inclusion

Program Lead: Anna Hossain

Administrative Lead: Victoria Moreno

Faculty Development, Career and Mentorship Sub-Committee Co-Chairs: Drs. Karen Leslie and Vicky Ng

Faculty Development Committee Members:

Chair, Indra Narang	Nirit Bernhard	Jennifer Young
Adelle Atkinson	Paul Nathan	Zia Bismilla
Anupma Wadhwa	Stacey Bernstein	
Damien Noone	Susanna Talarico	
Karen Leslie	Suzan Schneeweiss	
Laila Premji	Tina Martimianakis	
Michael Zappitelli	Vicky Ng	

DOCUMENTS

Applications for (award) must consist of the following documents:

1. Nomination Letter - *mandatory*
2. Letter of support from full time faculty within the Department of Paediatrics - *mandatory*
3. You can add up to 4 letters of support from full-time faculty within the Department of Paediatrics
4. Letter of support #1 - *mandatory*
5. Letter of support #2 - *mandatory*
6. Summary of Recent Activities - *mandatory*

7. Additional documentation (if applicable)

Administration duties may include setting up committee meetings, dissemination of nominee information/packages to the committee, forwarding award winner name and details (Division, Rank)