

International Engagement Service Award for Staff

The University of Saskatchewan (USask) established the International Engagement Service Award to recognize the exceptional contributions of an administrative staff member who has:

- a) Enhanced or increased opportunities for faculty and students to access international experiences, international research funding, knowledge, and experts;
- b) Enhanced or increased the research output and global impact of the University of Saskatchewan;
- c) Enhanced and facilitated international partnerships and relationships with external agencies or global institutions;
- d) Engaged in international capacity building, and/or service, and the promotion of global citizenship within our USask community and with partners around the world.

The university offers this award annually. The recipient receives a \$1500 grant to apply to activities promoting the university's global reputation. Recipients will spend the funds within one year of receiving the award. Recipients will submit a (maximum) one page summary report to the International Office (IO) following completion of grant expenditures.

This award supports the following eligible expenses:

- a) Costs associated with software and hardware (such as web camera, etc.), web development and maintenance, information technology support and maintenance, telecommunications, and web hosting or virtual production costs for the implementation of the international activities. The grant can support maximum \$800 for this category of eligible expenses;
- b) Materials and supplies directly contributing to the international activity. The grant will support maximum \$800 for this category of eligible expenses;
- c) International activities related international airfare (economy), airport taxes, visas, medical insurance, vaccination, ground transportation, local accommodation, and per-diem for meals.

Eligibility

USask staff members currently employed on a full or part-time basis are eligible for the International Engagement Service Award. A staff member may only be nominated for one internationalization award per academic year. Past recipients of the International Engagement Service Award are not eligible to be nominated.

Nominations

Students, alumni, faculty, and administrative staff may make nominations. Nomination forms are available on the International Office Awards Page ([link](#)). Nominators will provide two (2) letters of support garnered internally (persons employed by USask) and/or externally. Nomination packages must be emailed to international.office@usask.ca by the posted deadline.

Selection Criteria:

The selection committee will review nominations based on the four points listed above. Nominations that address strength in all categories will receive a higher assessment percentage. Each criterion is

weighted and you will notice there is an additional one outlined below on the staff merit:

- a) Opportunities for faculty and students to access international **(20%)**
- b) Research output and global impact **(20%)**
- c) International partnerships and relationships **(20%)**
- d) International capacity building, and/or service, and the promotion of global citizenship **(20%)**
- e) Nomination and staff merit including service years at the university, leadership and mentorship to others, overall contributions to internationalization at the University of Saskatchewan **(20%)**