



CONNIE SKERSTON MEMORIAL AWARD FOR SUPPORT STAFF DISTINGUISHED SERVICE

2026 Nomination Form

Nominee's Name: Doris Burke

Nominee's Department/Job title: Career Services / Career Services Specialist

Nominator: Nikki VanNielen

NOMINATION CRITERION: An IVCC employee may nominate only one support staff person for the award. In the boxes below, use the criteria to supply statements that provide ***specific examples that are distinctive to the nominee and that are in direct correlation*** to the nominee's work performance, interpersonal characteristics, and their overall commitment to IVCC. All support staff employees who were employed by IVCC during the preceding calendar year will be eligible to receive the award. Once an individual has won the award, they will not be eligible for nomination for three years.

WORK PERFORMANCE:

Criteria examples may include (but are not limited to) quality/pride of work, team participation, positive movement toward goals, and/or initiative.

Service excellence demonstrated during daily work hours

Doris is readily available to help connect students, alumni and employers and provide assistance to those at both the main Oglesby campus and the Ottawa Center. She often visits different departments across campus and locations off-site to provide students with career search guidance. Above all, she always does it with kindness, compassion and a smile.

Projection of teamwork, attitude and participation

Although Doris has only been at IVCC a little over a year, she has jumped right into the community. She is always volunteering to help out wherever she can and participating in IVCC events.

INTERPERSONAL CHARACTERISTICS:

Criteria examples may include (but are not limited to) pleasant personality, positive attitude

toward work and co-workers, overall good character, dependability, and/or cooperative disposition.

Commitment toward excellence

Doris can always be relied on to complete all tasks with positivity and to her best ability. When something is needed from her, she always comes through and she will ask the questions she needs in order to get the best results.

Contribution to raising staff morale

Doris is always a friendly, welcoming personality to students and staff alike, whether it be in her office or walking through the hallways. She is also a cheerleader for other departments and coworkers and never hesitates to contribute to a potluck or party celebrating a coworker's achievement or event!

LOYALTY, RESPECT AND COMMITMENT TO IVCC:

Criteria examples may include (but are not limited to) loyalty to the college and/or the community, respect for the college and its people, commitment to the college mission statement, and/or being an ambassador for the college in their personal activities.

Notable contributions to the nominee's department, IVCC and/or the community

In her first year, Doris sponsored the new International Club and organized the first (to my knowledge) International Fair. It was a wonderful event and everyone who attended enjoyed celebrating and learning about other cultures. Our international students often feel lost and without guidance being so far from home and family and Doris has voluntarily stepped into the role of assisting them, helping organize events to help international students learn about the local area and connect them to the resources they need as well as each other.

Notable awards/recognition on or off-campus *(Spirit awards, Certificate of Leadership completion, degree completion, etc.)*

I am uncertain about any official awards, but she certainly deserves many!

OTHER:

Criteria examples may include any additional information that would support the nomination.

Doris goes above and beyond her job description and is a true asset to the IVCC community!