January 8, 2018

TO: Statewide Elected Officials
    Directors, Cabinet Agencies
    Small Agency Cabinet

FROM: Jay Inslee, Governor

SUBJECT: 2018 GOVERNOR’S AWARDS FOR LEADERSHIP IN MANAGEMENT

It is my pleasure to announce the nomination process for the 2018 Governor’s Award for Leadership in Management. Please join me by nominating managers in your organization who demonstrated extraordinary leadership through performance results in 2017.

I am seeking nominees who have achieved results, demonstrated leadership competencies and prioritized cultivating an innovative and inclusive work environment. Please note the criterion has a focus on utilizing continuous process improvement principles, which remains a priority of my administration. The attached information provides more details on the nomination process. All nominations are due by Monday, March 5, 2018.

Please take this opportunity to recognize excellence in management by nominating our most effective state managers.

Attachments
2018 Governor’s Award for Leadership in Management 
Instructions and Timeline

Background
The Governor’s Award for Leadership in Management recognizes managers in state government who exemplify performance in what they accomplish, as well as how they have done it. In soliciting nominations, we seek candidates who have delivered measurable, significant, sustainable improvements and who also model the values and behaviors integral to a performance-driven culture. The award continues a tradition in recognizing excellence in management.

Timeline
January, 2018   2018 Nomination process opens
March 5, 2018   Nomination Deadline
April 2018      Selection Committee meets
By May 4, 2018  Agencies recognize their nominees
June 2018       Winners Announced & Awards Luncheon for winners

Criteria
This criterion relates to the business results obtained by the manager and how the manager organizes resources and leads staff in order to achieve goals. Successful candidates will be those who meet the following criteria as outlined:

1. Performance Results – An effective manager is one who can clearly deliver results by inspiring others to do their best work. To be considered for an award, a candidate must have delivered significant, measurable, sustainable improvements in two or more of the following dimensions of a program or support service function:
   - Results for the public: quality, delivery time, cost
   - Organizational and employee performance: productivity, morale
   - Risk management: safety, cost-avoidance, compliance.

2. Leadership Competencies - Good managers set the example for others. To be considered for an award a candidate must demonstrate or be focused on developing the statewide leadership competencies (see page 2 of nomination form):

   Models and Champions our Culture and Values
   Develops People
   Fosters Learning
   Fosters Teamwork and Collaboration
   Makes Things Happen as a Public Servant
   Embraces and Embeds Inclusion in Decision making

   Cultivates a Shared Strategic Vision
   Drives Results
   Builds Relationships
   Communicates Effectively
   Leads and Navigates Change

Nomination Process
- Nomination forms are due in electronic (Word version) and signed copy format (PDF) to Leslie McGuire at Leslie.McGuire@ofm.wa.gov or campus mail, MS: 47500 on or before Monday, March 5, 2018.
- The nomination form must be signed by the agency director.
- It is requested agencies recognize all their nominees by early May.
Selection Process

- There is one award, with multiple winners. Winners will be selected from across the spectrum of government services and programs, including technical, professional and support services, regional and headquarters, etc.
- The Assistant Director of State Human Resources will Chair a Selection Committee, comprised of agency directors and Executive Staff from a cross-section of government functions, including service and regulatory missions, large and small agencies.
- Winners will be those who represent the cream of the crop of nominees, meeting the criteria described on page 1.
- Letters will be sent to agency directors for delivery to nominees.

Award Ceremony

The Governor will host the Award ceremony in June, which will be staged at the executive residence or similarly meaningful venue.

Staff Contact: Leslie McGuire, State HR, OFM, 360-407-4105