



## About the DCBS Superhero Award

The Department for Community Based Services Superhero Award was created to recognize department staff who are integral in contributing to the transformation of DCBS into a 21<sup>st</sup>-century program. Uplifting children and families is a team effort, and everyone's role and contribution counts as we work together with partners to make a difference. Superheroes are among us every day. Thank you for helping to recognize the impactful, quality service of our staff.

### **What is a Superhero Award?**

The Superhero Award will recognize those who go above and beyond the call of duty to demonstrate excellence, outstanding performance and contributions to the DCBS and our collaborative efforts with partners to serve children and families. It is a great way to honor the focus and dedication of an employee or employees who go the extra mile every day or who have made significant contributions to a project.

### **Examples:**

- A worker in a local office came to the aid of a client who had a medical emergency or collected items for a family in need.
- A staffer has been pivotal in the success of a months-long special project.
- An office team works together to launch a new assistance program.
- An employee has been reliable, respectful and resourceful for years and sets a good example for colleagues.

### **Who is eligible for nomination?**

All DCBS employees are eligible for the Superhero Award. This includes merit and non-merit staff, temporary and part-time staff and contractors.

### **How does the nomination process work?**

Anyone - DCBS employee, community partner, customer - can submit a nomination or recommendation of one or more employees for a Superhero Award. While there is a nomination form, it's not necessary to make a submission. The form and instructions can be found on the DCBS Commissioner's Office website at <https://chfs.ky.gov/agencies/dcbs/oc/Pages/default.aspx>. Nominations and recommendations should be submitted to [DCBSCommissioner@ky.gov](mailto:DCBSCommissioner@ky.gov). Recommendations also can be shared with DCBS leadership. As department role models, awardee recipients may be featured in the DCBS newsletter and on DCBS social media.

### **What happens after a nomination is submitted?**

The nominator will receive an email confirming the nominee will be receiving a Superhero Award. Certificates may be delivered or presented in person. This process will be determined for each recipient's award. **The nominator's name will appear on the recipient's certificate.**