

Advising Administrator Award

Selection Criteria	Not Represented / Included (0)	Minimal (1)	Fair (2)	Proficient (3)	Strong (4)	Exceptional (5)
Interpersonal / Human Relations Skills	Submission materials provide no evidence.	Limited interpersonal effectiveness; isolated examples without evidence.	Developing effectiveness; some positive interactions evident.	Demonstrates consistent and effective interpersonal skills.	Strong interpersonal skills with measurable institutional impact.	Exemplary relational leadership; sets a standard for the institution or profession.
Does the nominee: - Proactively create an accessible and welcoming environment? - Exhibit a caring, helpful attitude towards students, direct reports, and colleagues? - Demonstrate strong collaboration with other academic and student support units at their institution? - Demonstrate effective leadership and possess strong administrative skills?	N/A	Ex.: Broad statements describing the nominee as "supportive" or "effective" without examples.	Ex.: Transactional but positive approaches. Limited but developing evidence of effective supervision and collaboration.	Ex.: Specific examples of effective supervision and caring support of direct reports, contributions to a positive advising culture, and effective collaborations with other units.	Ex.: Numerous examples of strong supervisory relationships, consistent and caring support of direct reports, a positive advising culture, and highly effective collaboration with other units.	Ex.: Testimonials describe an exceptional leader who builds inclusive, high - performing advising cultures and is a model for effectiveness as an administrator and as a collaborator across campus.
Professional Practices / NACADA Core Values	Submission materials provide no evidence.	Minimal alignment with Core Values.	Limited evidence aligning with Core Values	Clear and consistent alignment with Core Values.	Strong, visible model of professional practice and advocacy.	Exemplary embodiment of Core Values and professional leadership advancing the field.
Does the nominee consider the following values: Caring: Leads with empathy, making space for advisors and students alike to feel heard and supported through supportive policies, humane leadership, and inclusive workplace practices. - Commitment: Champions a culture of excellence by inspiring their team to grow professionally and personally. Promotes advising that is grounded in sound theory, research and educational practice. - Empowerment: Equips advisors with the tools and confidence to lead, innovate, and advocate effectively. - Inclusivity: Cultivates an equitable environment where diverse voices shape decisions and practices. - Integrity: Models ethical, transparent leadership that earns the trust of colleagues and students. - Professionalism: Elevates the advising profession through intentional, values - driven leadership. - Respect: Fosters a culture where all are treated with dignity and fairness.	N/A	Ex.: Mentions practice/values awareness without demonstrating application/minimally articulated.	Ex.: Supports advising practices in some areas but inconsistently or lacks intentionality.	Ex.: Promotes advisor training, referrals, and ethical advising practices. Values are evident.	Ex.: Sets high advising standards and actively advocates for advisors, advisor development, and ethical and effective advising practices institution - wide.	Ex.: Establishes advising frameworks or practices recognized within the institution and/or beyond. Values - driven advising and leadership.
Documented Success	Submission materials provide no evidence.	Minimal evidence of success.	Limited documented success.	Consistent, documented innovation and success.	Strong, sustained impact with measurable outcomes.	Transformational impact recognized beyond the institution.
Does the nominee: - Provide data to show student success following advisor/student interaction within the purview of the administrators' advising unit? - Provide evidence of departmental growth and development through initiatives, implementations, or improvements led by the administrator? - Provide statements from colleagues supporting the nominee's strong performance as an administrator?	N/A	Ex.: Anecdotal success claims without documentation.	Ex.: One initiative with modest outcomes described.	Ex.: Clear evidence of program growth or student success improvements.	Ex.: Multiple successful initiatives demonstrating measurable improvements in retention, persistence, or learning outcomes.	Ex.: Advising innovations adopted institutionally, locally, or globally; awards received.
Documented Advisor Administrator Development	Submission materials provide no evidence.	Minimal or short - term participation in professional development.	Limited but ongoing professional development participation.	Consistent participation in professional development.	Strong leadership in professional development.	Exceptional leadership advancing the profession.
Does the nominee: - Provide documented evidence of participation and attendance at advising development workshops, webinars, and training hosted by NACADA, their institution, or other organizations? - Hold membership in other professional organizations? - Contribute to the professional development of others at their institution? - Attend and/or present at conferences and participate in professional development activities to enhance their acumen as an administrator?	N/A	Ex.: Attended one event or served briefly on a committee.	Ex.: Some participation in institutional, local, or NACADA development activities.	Ex.: Regularly attends and presents at conferences and/or participates in webinars, micro - credentialled courses, etc. Consistently provides similar opportunities for advisor development.	Ex.: Regularly attends and presents at professional conferences, leads development initiatives or mentors colleagues, and serves in leadership roles (e.g., Chair/Co - Chair) within professional organizations.	Ex.: Recognized leader advancing the advising profession through multiple conference presentations, leadership roles in professional organizations, and initiatives that shape advisor development institutionally, nationally, or globally.
Personal Advising Philosophy	Submission materials provide no evidence.	Philosophy emerging but underdeveloped.	Developing philosophy with limited application.	Clear, theory - informed philosophy.	Strong philosophical foundation guiding leadership.	Exemplary philosophy with consistent, highly - effective application.
Does the nominee: - Articulate a clear, coherent philosophy of student success that is grounded in theory, research, or evidence - based practice? - Provide concrete examples of how their philosophy guides their day - to - day work and decision - making? - Demonstrate how their philosophy reflects a commitment to equity, inclusion, and holistic student development? - Show alignment between their stated philosophy and the outcomes evidenced in their submission?	N/A	Ex.: Philosophy provided but lacks clarity or theoretical grounding.	Ex.:References advising concepts with limited application.	Ex.: Philosophy clearly articulates a specific advising model (e.g., Appreciative, Developmental) and provides a concrete example of its application in practice.	Ex.: Philosophy clearly drives decision - making and program design.	Ex.: Philosophy influences institution's advising culture and practice broadly.