

GEM Awards

Celebrating Employees who Go the Extra Mile

City of Gulfport Employee Recognition
Award Program

Purpose

The GEM Awards is the City of Gulfport's quarterly employee recognition program which was created to acknowledge outstanding accomplishments made by employees and express appreciation for those achievements. The accomplishments need not fall entirely within the scope of normal duties, but shall be in the nature of a major contribution in one of the five categories listed below.

Award Categories

Awards may be made in the following categories:

OUTSTANDING SERVICE

Exhibited unselfish devotion to duty far and above normal requirements and has contributed significantly to the advancement of City service to the citizens of Gulfport.

INNOVATION

Initiated new and outstanding methods, practices, plans or designs (i.e., productivity or efficiency methods/best practices that will greatly enhance administrative operations)

COMMUNITY SERVICE

Made outstanding contributions by participating in or implementing community projects (such as raising funds for community organization (s) or volunteering with various non-profit organizations.

SAFETY & HEROISM

Demonstrated outstanding judgment or courage in an emergency; voluntarily risking his/her life, or exhibited meritorious action to prevent injury, loss of life or prevented damage to or loss of property.

HUMAN RELATIONS

Made outstanding contributions toward enhancing the quality and morale of the workplace or creating a better public image of City Government (such as positive personal interaction with other employees and/or our external customers (citizens, etc.)

Eligibility Criteria Nominees must be full time employees who have been employed 90 days or more, and below the level of Manager.

Program Administration The awards programs is administered by the Human Resources Department.

Awards A City of Gulfport Awards for Excellence Selection Committee shall make The final determination for the Employee of the Quarters awards.

The Committee shall consist of five (5) members; three hourly/salaried employees and two (2) managers. All members shall be appointed by their Department Head for a term of one year.

Awards Committee Responsibilities The Committee will select the employees to receive the Award for Excellence from the nominations submitted by employees or department heads.

- HR will provide to all committee members recommendations from all the teams/department.
 - Nominations will be ranking independently by each member of the Committee.
 - Upon complete evaluation of all eligible nominees, selection of the award recipients will be made by a committee majority vote.
 - Human Resources will be responsible for notifying the award recipients that they have been selected, along with date/time of award ceremony.
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Awards Awards will be presented quarterly at a luncheon attended by recipient, Recipient's Department Head and the Mayor and/or his designee.

Number of Awards The number of awards presented will depend upon the number of recommendations received and the Committee's evaluations and selections.

Every effort will be made to recognize the most significant accomplishments received in the respective quarters with up to nine winners selected from the following departments: Mayor's Office, City Council, City Attorney's Office, General Administration, Civil Service, and Harbor – 1 NOMINATION; City Court – 1 NOMINATION; Police Department – 2 NOMINATIONS; Fire Department – 2 NOMINATIONS; Public Works – 1 NOMINATION; Leisure Services – 1 NOMINATION; Urban Development – 1 NOMINATION.