

## RANDALL HOWARTH PRIZE FOR EXCELLENCE IN MENTORING GUIDELINES

The Randall Howarth award acknowledges a member of the AAH who has a clear record of excellence in mentoring others towards achieving their academic and professional goals through dedicated support, training, and research supervision as well as personal and professional development. With this award, the AAH hopes to highlight and encourage the valuable service undertaken by members of our academic community to support and promote new generations of scholars and historians and their professional endeavours.

### **ELIGIBILITY:**

Any AAH member in good standing is eligible to be nominated for this award. It is not necessary for the mentor/mentee relationship to be one established through the AAH Mentoring program. Nominees may be at any stage in their academic career. Unsuccessful nominations from one year may be re-submitted in subsequent years (up to three submissions in total).

### **EVALUATION CRITERIA:**

The award recognizes the member's outstanding ability to support the intellectual, personal, and professional development of the mentee. The following attributes of effective mentoring will be considered by the mentoring committee in evaluating applicants:

- Models excellence in scholarship, professional conduct, and integrity, instilling a desire in mentees to emulate these qualities;
- Encourages, inspires, and supports mentees to reach their full potential in ways that are tailored to each mentee;
- Fosters the development of competencies in critical thinking, scholarly rigor, breadth of understanding and creativity, and professional competencies in areas such as written and oral communication, scholarly integrity, and interpersonal interactions;
- Promotes and models a climate of respect, inclusion, and collegiality;
- Integrates mentees into the culture of the discipline, and guides them to develop a network of relevant and mutually beneficial individuals;
- Assists mentees to explore career options and to find fulfilling positions at each career stage.

### **NOMINATION PROCEDURES:**

Members and non-members of the AAH can nominate an AAH member, who is or has been a mentor to them for this award. Should multiple people wish to nominate the same mentor in any given year, each individual should submit their own nomination package.

**Re-nominations:** Unsuccessful nominations may be submitted in subsequent competitions, to a limit of three submissions. The nomination package may be updated or the package may be resubmitted unchanged. Nominations will not be carried forward automatically. It is the responsibility of nominators to ask that the submission, even if no changes are made to the materials, be included in the current competition.

A complete nomination package will consist of a one-page statement (in .pdf format) in which the nominator details how the nominee qualifies for the award by addressing the following questions:

1. In what specific ways has your mentor helped you this year or during your academic career?
2. What stands out as the most crucial support you received?
3. What would you like the award to acknowledge?

**SUBMISSION PROCEDURES:**

The deadline for nominations is February 9, 2024. Complete nomination packages should be submitted to [aahmentoring@gmail.com](mailto:aahmentoring@gmail.com).

**ADJUDICATION PROCEDURES:**

Nominations will be adjudicated in recognition of the nominee's proven ability in the evaluation criteria. Preference will be given to nominees who have displayed sustained mentorship activity over many years involving many mentees. The awards will be awarded based on the quality and extent of mentoring.

The AAH mentoring committee will review all nominations packages by March 1, 2024. The mentoring committee's chair will promptly relay the decision to the officers of the Association, and, subsequently, to the nominator(s) and the awardee. The award recipient will be announced to the membership at the banquet of the Annual Meeting of the Association.