



International Association for
Food Protection®

James M. Jay Diversity in Food Safety Award

WHO WAS JAMES M. JAY?

The James M. Jay Diversity in Food Safety Award honors Dr. James Monroe Jay. Dr. Jay was a food microbiologist who spent 33 years at Wayne State University in Detroit, Michigan. Upon retiring from Wayne State, Dr. Jay continued his food microbiology research and publishing through an adjunct professor appointment at the University of Nevada in Las Vegas. His interest and expertise in food microbiology and consumer education led to various advisory appointments in government agencies, various fellowship awards, participation in international conferences, and recognition by fellow professionals. He joined IAFP in 1982, presented the Ivan Parkin Lecture in 1995, and received the Fellow Award in 1999. Dr. Jay passed away in 2008.

The Diversity in Food Safety Award recognizes an active IAFP Member who has made significant contributions toward fostering diversity within food safety-related careers, activities or research. The award consists of a plaque and a \$2,500 honorarium sponsored by **Neogen**.

Qualifications for nominees

- Be a non-student Member in good standing at the time of the nomination and during the IAFP Annual Meeting (when receiving the award).
- Be employed in academia, industry, government service, or the private sector with a primary role as a scientist in the area of food microbiology/food safety.
- The award is open to all members, with an emphasis placed on Black, Indigenous and People of Color (BIPOC) and lesbian, gay, bisexual, transgender, and queer or questioning (LGBTQ) members who have worked to foster diversity.
- Previous recipients of the Diversity in Food Safety Award, IAFP Executive Board Members, and IAFP Awards Committee Members are not eligible for this award.

Criteria for nominations

Please provide *specific information* on the following:

- **Career Highlights and contributions**

Provide a written summary of the nominee's contributions to enhancing equity, diversity and inclusion (EDI) within the food microbiology/food safety profession. Examples include efforts aimed at promotion of underrepresented groups (including visible, sexual and gender minorities) to food safety-related employment, as well as development of anti-bias training programs and other practices aimed at improving EDI. Provide a **required** resume or *curriculum vitae* (no longer than 20 pages maximum) of the nominee's accomplishments, including any research, teaching, or Extension activities, contributions to the food industry or government, or any other documentation of the nominee's relevant contributions within food microbiology/food safety.

- **Participation in IAFP activities**

Provide membership history and listing of past and present involvement in IAFP committees and PDGs, Annual Meeting attendance and program participation (e.g., speaker, symposium organizer, etc.) and other IAFP activities.

- **Peer assessment of the nominee**

Provide no less than two and no more than three letters of support* from professional colleagues **in addition to the nomination cover letter**.^{*} Letters of support should include at least one from a mentee (e.g., student and/or young professional colleague) who has succeeded following the nominee's leadership and/or guidance.

Additional points to consider under the criteria for evaluating nominee

Other activities or characteristics of the nominee that are not specifically covered under the above criteria may be provided to emphasize the nominee's dedication to diversity in food safety.

Submitting nominations

Nominations must be submitted as one PDF to awards@foodprotection.org by Tuesday, February 13, 2024. Please follow directions carefully to avoid errors. **Nominations received by email directly to the IAFP office or by mail will not be accepted.** If you have any questions about this award or the required documents, please contact Susan Smith at ssmith@foodprotection.org.

Once you have submitted your **complete** nomination, you will receive an acknowledgment of receipt from Susan within 48 hours. (If you do not, please contact Susan.)

**Nomination letter and letters of support cannot be from a current IAFP Board Member. One letter of support must come from a student or young professional colleague who has succeeded in following the nominee's leadership and/or guidance.*

IAFP James M. Jay Diversity in Food Safety Award Judging Procedure

Procedure for evaluation of each candidate

This procedure was designed with the intention of providing a matrix to help the award jury select a winner with a relatively equitable, semi-quantitative method. Nominators have been instructed to provide specific information on the candidate that reflects the expectations and specific intent of the James M. Jay Diversity in Food Safety Award: *To recognize an active IAFP Member who has made significant contributions toward fostering diversity within food safety-related careers, activities or research.* Each criterion listed in the next section has a weight factor that is considered to reflect its importance relative to the specific intent of the James M. Jay Diversity in Food Safety Award.

The jury’s task is to evaluate the nominee by measuring his or her performance against the criteria listed above and applying the 1-10 Rating Scale given below. To obtain each criterion’s *weighted score, multiply the criterion’s % weight (in decimal format) times the score that was assigned from the 1-10 Rating Scale. Nominees should be ranked for each criterion on their own merit and should also be ranked in relation to other nominees.

Rating Scale

9.0 –10.0	Outstanding: performance exceeds <i>judge’s</i> expectations for criterion
8.0 – 8.9	Above average: performance is above average expectation level for criterion
7.0 – 7.9	Average: performance meets average criterion expectations
6.0 – 6.9	Below average: performance below expectations
5.9 or less	Unsatisfactory or not applicable: performance does not meet criterion expectations or the criterion does not apply to the candidate

The following is an example showing a nominee receiving a perfect score (10 in each criterion).

Award Criteria	Criterion % Weight (x Factor)	Judge’s Score	Weighted Score
Career Highlights	60 % (0.60)	10.0	6.0
Participation in IAFP	20 % (0.20)	10.0	2.0
Peer Assessment	<u>20 % (0.20)</u>	10.0	<u>2.0</u>
	100 %		10.0

**Weighted score = criteria score given based on rating guideline times criteria weight factor:
(e.g., If contributions to Leadership score is 8, then 8 x 0.30 = 2.4 weighted score)*