

Collin County Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Constance Dixon
First Name Middle Initial Last Name

Honoree's Job Title: Legal Clerk I

Department: Justice of the Peace - Pct 4

Years of Service with the County: 13

Why the Honoree is receiving a GEM Award including dates:

Constance has demonstrated great leadership qualities by taking on more responsibilities in the absence of the Court Administrator and Legal Clerk II. She has assisted Judge Yarbrough in various roles and has been able to adapt to new situations and handle a variety of tasks. She has continued to maintain her primary duties while developing new ideas and strategies that have worked wonders within the office; such as, creating a traffic manual binder with examples, information, and, Q/A guides for new clerks to review and refer to.

Constance has worked for Judge Yarbrough and Collin County for 13 years. This shows she is committed, has stability, and shows how much she has grown as an individual and an employee at the same time. She has also managed to continue her education throughout this time and will obtain a Bachelor's degree in the next few months. This is definitely something to commend Constance on since many don't find the time or make the effort in continuing their education while holding a full-time job and she has done it exceptionally. It goes to show how much she has been able to accomplish and grow as an individual both personally and professionally.

JP4 is truly grateful and proud of Constance Dixon.

Approved by elected official or department head on the 28th day of Feb., 20 22



Signature of Elected Official
Or Department Head

Judge Mike Yarbrough

Printed Name

Happy Birthday!!
"j"