

Pilbara Community Services Excellence Awards 2019

Nomination Information Pack

Presented By  **Pilbara for Purpose Inc**
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Pilbara Community Services Excellence Awards 2019

Pilbara for Purpose (P4P) is excited to announce the second Pilbara Community Services Excellence Awards 2019.

These Awards have been created to recognise the outstanding contributions made by Pilbara organisations and individuals through hard work, determination and passion that have had a positive impact on Pilbara communities. The Awards will showcase excellence in the Community Services and For Purpose sector which has been achieved through commitment to collaboration, innovation, demonstration of best practice and strong leadership.

Nominating for these Awards provides a fantastic opportunity for Pilbara organisations and individuals to have their hard work, passion and achievements recognised across the Pilbara. It also provides an opportunity to showcase and promote your organisation and services to the wider Pilbara community.

As an Awards winner, you will receive the following:

- Framed certificate and trophy presented at the Gala Dinner
- A Prize valued up to \$500
- Exclusive use of winning title in your communications
- Recognition in local media, social media and any other form of internal communication

Categories in the 2019 Pilbara Community Services Excellence Awards are:

Organisation categories

- Most outstanding small organisation
- Most outstanding medium organisation
- Most outstanding large organisation
- Aboriginal Organisation/Corporation – Outstanding Commitment to Best Practice in Member Support and Development
- Outstanding Demonstration of Innovation in Collaboration
- Outstanding Commitment to Best Practice
- Excellence in Improving the Health and Well-being of Individuals and Families in the Pilbara
- Outstanding Demonstration of Leadership - Organisation
- Best Pilbara Organisation
- People's Choice Awards

Individual categories:

- Outstanding Demonstration of Leadership - Individual
- Outstanding Demonstration of Leadership – Young Person
- Outstanding Individual Contribution to Youth Well-being
- Volunteer of the Year

You may enter more than one category if eligible (see Eligibility Criteria on page 4).

How to enter

1. Determine if you are eligible to enter the Pilbara Community Services Excellence Awards
2. Complete the nomination form on survey monkey for the chosen Award Category.
3. Address the selection criteria for the chosen Category.
4. Include additional supporting information up to 10MB in size.
5. Read and accept the Declaration.
6. Attach a copy of your Certificate of Incorporation (if applicable).
7. Ensure the nomination form is approved by the Chairperson/President or authorised delegate of the organisation you are nominating or the individual you are nominating.
8. Complete and submit the nomination form on survey monkey no later than 5pm on Friday 30th August 2019.
9. Ensure you complete a separate nomination form for each category you wish to nominate for.

Come along to the Gala Dinner/Awards night on Friday 1st November at ESS Gateway Village in Port Hedland where the winners of each category announced. A Save the Date flyer will be circulated shortly.

IMPORTANT DATES TO REMEMBER

Submissions open	Monday 15 th July 2019
Submissions close	Friday 30 th August 2019, 5pm
Announcing of Finalists	End September 2019
Gala Dinner/Awards Evening	Friday 1 st November 2019

Any questions

Contact Karen on pilbara4purpose@gmail.com or call 0456382351



Eligibility Criteria

To be eligible to nominate for the 2019 Pilbara Community Services Excellence Awards your organisation must meet the following criteria:

- ❖ Be a Pilbara based, not for profit Incorporated association or registered Aboriginal corporation
- ❖ Have been in operation for at least 12 months before entering your local awards.
- ❖ Meet the Judging Criteria (below) for your nominated category.

Award Category	Judging Criteria
<u>Organisation Categories</u>	
Most Outstanding Small Organisation	The organisation must employ fewer than 5 full time or equivalent staff members at the time of the application
Most Outstanding Medium Organisation	The organisation must employ between 6 and 15 full time or equivalent staff members at the time of the application
Most Outstanding Large Organisation	The organisation must employ more than 15 full time or equivalent staff members at the time of the application
Aboriginal Organisation/Corporation – Outstanding Commitment to Best Practice in Member Support and Development	The organisation must be a registered Aboriginal Corporation or Aboriginal controlled community organisation.
Outstanding Demonstration of Innovation in Collaboration	This award will be given to the organisation that has demonstrated outstanding innovation in collaboration resulting in positive outcomes for local communities
Outstanding Commitment to Place Based Services	This award will be given to the organisation that has made a difference to local communities through its commitment to place based service delivery
Excellence in Improving the health and well-being of individuals and families in the Pilbara	This award will be given to the organisation that has demonstrated excellence in the design, delivery, implementation and improvement of health services leading to measurable health and wellbeing outcomes for Pilbara communities.
Outstanding Demonstration of Leadership – Organisation	This award is open to any organisation that has demonstrated excellent leadership qualities and skills leading to an improvement in the lives of local people or communities.
Best Pilbara Organisation	The winners of the Best Community Organisation category from 2018/9 LGA and local CCI awards will be eligible for this award
<u>Individual Categories</u>	
Outstanding Demonstration of Leadership - Individual	This award is open to any individual over the age of 26 years who has demonstrated excellent leadership qualities and skills that have led to an improvement in the lives of local people or communities

Outstanding Demonstration of Leadership – Young Person	This award is open to any young person under the age of 26 years who has demonstrated excellent leadership qualities and skills that have led to an improvement in the lives of local people or communities
Outstanding Individual Contribution to Youth Well-Being	This category is open to any individual, recognised by their peers, as having made an outstanding contribution to young people achieving their full potential in areas such as education, sport, arts and culture, social and emotional well-being, employment and entrepreneurship. The nomination can be made by a community member, school or other organisation with which the person is affiliated. The nominee could be a young person or an adult.
Volunteer of the Year	This award is open to any unpaid volunteer who has made an outstanding contribution and has positively impacted the lives of others and their community
People’s Choice Awards	This award will be given to the individual or organisation with the most public votes. The organisation must have completed a submission for any of the organisation categories above to be eligible.

Tips for completing your nomination

- ❖ Try and make your nomination one that the judges will find comprehensive, informative and interesting to read.
- ❖ Once you have completed all sections, re-read what you have written to ensure you have addressed all criteria.
- ❖ Have someone from within your organisation and also a friend/colleague who knows you or your organisation to read through the submission to see if you have missed any important information. Take on all their comments.
- ❖ When writing a submission, keep the following in mind:
 - Keep it clear and concise
 - Look at the judging criteria and address each point
 - Show why you/your organisation should be the winner. What makes you special?
 - Tell a story
 - Where possible, keep the information relevant to the past year
- ❖ It is advisable to have your nomination prepared in a word document and then cut and paste into the survey monkey as you will be unable to save your work in survey monkey.

Nomination Applications on Survey Monkey

Please click on the link below for the category you wish to nominate for.

Organisational categories

Most Outstanding Small Organisation	https://www.surveymonkey.com/r/W7NMGMP
Most Outstanding Medium Organisation	https://www.surveymonkey.com/r/ZZWVGHX
Most Outstanding Large Organisation	https://www.surveymonkey.com/r/Z56HLW7
Outstanding Commitment to Place Based Services	https://www.surveymonkey.com/r/5LHWRL6
Outstanding Demonstration of Innovation in Collaboration	https://www.surveymonkey.com/r/59MWD7Y
Aboriginal Corporation/Organisation – Outstanding Commitment to Best Practice in Member Support and Development	https://www.surveymonkey.com/r/5MXC638
Excellence in Improving the Health and Well-being of Individuals and Families in the Pilbara	https://www.surveymonkey.com/r/K9ZMHJW
Best Pilbara Organisation	https://www.surveymonkey.com/r/5P29CBW
Outstanding Demonstration of Leadership – Organisation	https://www.surveymonkey.com/r/53FTFZZ

Individual categories

Outstanding Demonstration of Leadership – Individual	https://www.surveymonkey.com/r/KJRP9F6
Outstanding Demonstration of Leadership – Young Person	https://www.surveymonkey.com/r/KWJG36M
Outstanding Individual Contribution to Youth Well-being	https://www.surveymonkey.com/r/KFHJGLN
Volunteer of the Year	https://www.surveymonkey.com/r/KMF8SHQ