|  |  |
| --- | --- |
| **A close up of a logo  Description generated with very high confidence** | **Awards 2025****Promising Professional AwardNomination Form** |

Please read the Awards Entry Guidance found on the [2025 Awards | CIEEM](https://cieem.net/about-cieem/cieem-awards/2024-awards/) webpage carefully before you begin to ensure you are aware of all the submission guidelines and judging criteria.

# First Nominator

|  |  |
| --- | --- |
| Full Name: |  |
| Membership number:(if known) |  |
| Job Role: |  |
| Email: |  |
| Connection to the Person Nominated: |  |
|[ ]  I declare that to the best of my knowledge the information provided is accurate and complete. |

# Second Nominator

|  |  |
| --- | --- |
| Full Name: |  |
| Membership number:(if known) |  |
| Job Role: |  |
| Email: |  |
| Connection to the Person Nominated: |  |
|[ ]  I declare that to the best of my knowledge the information provided is accurate and complete. |

# Nominee

|  |  |
| --- | --- |
| Full Name**\***: |  |
| Membership Grade: | Choose an item. |
| Email:*(If known)* |  |

**\* N.B.: These would be the details that would appear on any certificate/trophy should the nomination be shortlisted and this is the individual who will be contacted should the entry be Shortlisted.**

|  |
| --- |
| Please provide a brief summary of the nominee’s professional experience. |
| Employer: |  | Full/Part time: |  |
| Position: |  | Date(s) in post: |  |
| Brief written statement of major projects worked on (**maximum 750 words**): |
|  |

Nominations are assessed against the following five professional attributes:

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Knowledge and Skills  | * Apply their knowledge and skills above the expected level for the grade of employment.
* Take responsibility for their personal development.
 | 10 points |
| 2 | Communication | * Successfully communicate ideas and complex messages with a range of audiences and through a variety of media.
* Share knowledge and experience with others.
* Seek and respond to feedback.
 | 10 points |
| 3 | Leadership and Team Working | * Build and sustain productive working relationships.
* Successfully influence others.
* Inspire and motivate others.
 | 10 points |
| 4 | Making Decisions and Problem Solving | * Use knowledge and skills to inform decisions.
* Use innovative/creative approaches and act decisively.
* Challenge and investigate.
 | 10 points |
| 5 | Star Quality  | * Describe their key qualities that make them an outstanding early career employee.
 | 10 points |

# First and Second Nominator

Please outline below, with reference to the above five criteria, why the person you have nominated should receive the Promising Professional Award. **Please note**: the total number of words for the 5 criteria boxes should be no more than **1,000 words**.

Your nomination text and supporting information will be the only pieces of information that the judges use in their shortlisting, so please ensure to address all five award criteria listed below and be as specific and evidence-based as possible in making your case for your nominee.

|  |
| --- |
| Knowledge and Skills: 10 points. |
|  |

|  |
| --- |
| Communication: 10 points. |
|  |

|  |
| --- |
| Leadership and Team Working: 10 points. |
|  |

|  |
| --- |
| Making Decisions and Problem-Solving: 10 points. |
|  |

|  |
| --- |
| Star Quality: 10 points. |
|  |

Please email this entry form, your supporting information and three photos for use in the Awards presentation and booklet if shortlisted to awards@cieem.net by the closing date of **17th January 2025.** Supporting information must be submitted as one PDF document, with a maximum of **six pages** andwith no more than three external links included. Please ensure you include any photos, maps, graphs and diagrams within the six page limit. If you have any queries, please email or call 01962868626.

**Please note:** The judges will agree a shortlist of nominations from their scoring of all of the entries. The shortlisted nominees will then be invited to submit their own personal statement which the judges will then review and score to determine the winner.

|  |
| --- |
| **Nomination Check List** |
| The name provided for the person nominated for the award has been spell checked. ***N.B.*** *These details will appear on any certificate/trophy should the programme be shortlisted.* |  |
| Nomination text adheres to relevant word counts. ***N.B.***All major projects worked on must be written in full, no bullet points. |  |
| Ensure any photos, maps, graphs and diagrams are only included within your six page supporting information PDF and not in the nomination form. ***N.B.*** *Failure to comply with this may result in your nomination becoming ineligible.* |  |
| Ensure your nomination form is submitted as a Word document.  |  |
| Send three high quality photos alongside your nomination form and supporting information for use in the Awards presentation and booklet if shortlisted.  |  |