



# EIANZ Merit Awards 2018

*Guidance for nominations*

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## **Summary**

The EIANZ Merit Awards are an important initiative of the Institute. To get the most value out of this program and to ensure standards are maintained, high quality applications are needed. It is also considered appropriate to enable relatively broad criteria for nomination and assessment, to ensure that nominations are not unnecessarily restricted.

This guidance aims to assist those making nominations for the Simon Molesworth, Mary-Lou Morris and Tor Hundloe awards, and to assist the review committee and Board in deciding on the recipients for these awards. The Eric Anderson and Certified Environmental Practitioner of the year awards are subject to separate nomination and review processes.

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## **Criteria and eligibility**

### ***General***

- Nominees, nominators and seconders must be current financial members of the Institute (of any category of membership).
- Staff and contractors of the Institute are not eligible to be nominated for the awards outlined below. It is intended that an award or recognition program is developed for staff and contractors.
- While the awards are presented in a particular year, award recipients are generally recognised for efforts across multiple years. That is, a broader contribution to the Institute will generally be considered more highly than a single activity.

### ***Simon Molesworth Award***

The Simon Molesworth Award is the highest award bestowed by the Institute, recognising outstanding service to the Institute at an institute level.

- To be eligible for this award, the nominee must have been a member of the Institute for at least two years. Current members of the EIANZ Board are generally ineligible for nomination, however there is some latitude, particularly for Board members whose term of office is ceasing.
- The focus of this award is service to the Institute, so such activities are given greater weight than a nominee's professional experience and contributions.
- Nominations should clearly articulate the breadth and longevity of the nominee's contributions to the Institute, particularly efforts that are Institute-wide or across multiple Divisions and the NZ Chapter.

***Mary-Lou Morris Award***

The Mary-Lou Morris award recognises a member of the Institute who has provided outstanding service to the Institute at a Divisional or Chapter level.

- To be eligible for this award, the nominee must have been a member of the Institute for at least two years.
- The focus of this award is service to the Institute, so such activities are given greater weight than a nominee's professional experience and contributions.
- Nominations should clearly articulate the breadth and longevity of the nominee's contributions to the one (or more) Division or the NZ Chapter.

***Tor Hundloe Award***

The Tor Hundloe award recognises outstanding contributions to the environment profession by a young professional (under 30 years old).

- To be eligible for this award, the nominee must be 30 years old or younger at some point during the year in which they are nominated.
- The focus of this award is on contributions to the environmental profession. That is, contributions to the Institute are considered important, but are given less weight than a nominee's professional activities.

**What should be included with a nomination?**

Each nomination should be comprised of:

- A completed nomination form, including details of the person making the nomination and a seconder.
- A 100 word (maximum) statement of the key reasons for the nomination, which can be used as a citation when presenting the award.
- A 500 word (maximum) statement elaborating on the reasons for the nomination and outlining how the nominee meets the criteria for the relevant award.

In addition to the above, supporting information totaling up to 5 pages may be attached, but is not required. Such supporting information could include a CV of the nominee, letters of support for the nomination or other similar material.

**What things should nominators focus on?**

People making a nomination for these awards should consider focusing on:

- Clearly articulating how the nominee meets the criteria for the relevant award.
- How the nominee is clearly outstanding – that is, how they have gone above and beyond in their service to the Institute and the profession.
- For example, for the Mary-Lou Morris award, the nomination should clearly outline the activities that the nominee has delivered in service to the *Institute* at the *Division or Chapter* level, and how this is clearly superior to what would ordinarily be expected from, say, a Division or Chapter committee member.