



Business and Professional Women Canada
presents the
BPW Canada Leadership Award

Deadline for nomination: March 5th
Presentation: August 10th, 2018
at the BPW Canada National Convention in Ottawa, Ontario

BPW Canada is pleased to announce the 3rd Annual BPW Canada Leadership Award.

The BPW Leadership Award is presented by a local, provincial or national BPW organization to a woman who demonstrates exceptional leadership.

The recipient does not have to be a BPW member, but nominations are submitted by or via a BPW member.

What does the award include?

Each BPW Canada Leadership Award will consist of three items:

- A piece of jewellery designed by international jewelry designer, Rachel Mielke of Hillberg & Berk, specifically designed for the BPW award program. (The jewellery reflects the BPW name within the design.)
- A framed certificate
- A crystal award engraved with the BPW logo, the name of the leadership award and the name of the recipient and year.

What are the criteria for nominees?

The nominee must:

- Consent in writing to her nomination
- Be nominated by a BPW member, club or board
- Be living at the time of nomination
- Not be a member of the adjudication committee.

What does the nomination package include?

The **Nomination** must include all of the elements listed in the nomination package. Any additional items will not be considered in the adjudicators' decision.

The nomination package must include:

- Nomination form signed by nominee and completed by the nominator
- Completed questionnaire A and B *
- One page career summary
- One page volunteer summary
- 1-3 testimonial letters
- * Names, emails and telephone numbers of references that may be contacted to validate information on Questionnaire A. These must be **different** contacts than those who provide the testimonial letters. Only one reference may be used for every **three** questions. (Therefore **two** references must be provided to cover off the five questions).

If you have any questions, contact the BPW Leadership Award Chair for assistance. To submit a nomination, forward by mail or email to:

Jeanne Martinson, BPW Leadership Award Chair
PO Box 1216, Regina, SK S4P3B4, Phone: 306-591-7993 cell, 306-569-0388 office
Email: watertiger@sasktel.net.

How are Hillberg & Berk involved as the sponsor of this award program?

Hillberg & Berk have come on board as the official *national* sponsor of this program. Only with their support, has the program been developed to include the piece of jewelry (retail value of \$600-\$900) as part of the recipient's award.

BPW Canada Leadership Award

Nomination Package

Most of the nominees will be unknown to the adjudicators and therefore the best argument for the nominee must be made in the nomination package itself.

Please notice the word or length limits. This is to ensure fairness in the process. Any words or pages over the limit will not be considered. Also, if more than three testimonial letters are received, only the first three will be considered.

A completed Nomination Package must include:

- Nomination Form – must be completed by the nominator and signed by the nominee
- Questionnaire A – to be completed by nominator with assistance from nominee. Ensure that each question has a corresponding reference. One of the references may be the nominator. At least two different references must be used in this section. (References must include email, name and phone number.)
- Career Summary – 500 words maximum
- Volunteer Summary – 500 words maximum
- Testimonials – up to three
- Contact information for references related to Questionnaire A.

Forward the completed nomination package by mail or courier to the BPW Leadership Award Chair.

BPW Canada Leadership Award
Nomination Form

Nominee Agreement and Information:

Nominee:

Address:

Email:

Phone numbers (day and evening):

Club (if BPW member):

I consent to my nomination for the BPW Leadership Award. I will allow my name to be published in connection with the BPW Award program.

Nominee signature:

Date:

Nominator Agreement and Information:

Nominator:

Address:

Email:

Phone numbers (day and evening):

Club (if BPW member):

Nominator signature:

Date:

If this nominee is being presented on behalf of a BPW club:

Club:

Club President:

Club President's signature:

Questionnaire A

- Answer each of the following questions in 500 words or less. No minimum word count.
- For each question, identify a reference that can validate the nominee's involvement and behaviour.
- Please provide name, email and telephone numbers for each reference.
- These **must be different** contacts than those provided in the three testimonial letters.
- A minimum **of two** references must be provided.
- Please consider situations from both business/career and volunteer life. (Chairing a highly successful event, revitalizing a volunteer organization, rebuilding membership of a club could be examples from a volunteer perspective.)

Question One – How has the nominee demonstrated leadership vision?

Question Two – Has the nominee demonstrated the desire and self-discipline to continue to develop her own skills and knowledge? How?

Question Three – Has the nominee demonstrated her ability to develop trust with those she leads? (What strategies and behaviours has she used to build that trust?)

Question Four - Does the nominee lead others according to their individual capacities and confidence? (Does she coach or mentor them to succeed to higher levels?)

Question Five – How does the nominee reward and recognize those she leads?

Questionnaire B

The Women's Empowerment Principles (WEPs) were launched by The United Nations Entity for Gender Equality and the Empowerment of Women (UN Women) and the United Nations Global Compact. These WEPs are a set of seven principles for businesses offering guidance on how to empower women in the workplace, marketplace and community. BPW Canada (inspired by the BPW International Project WEPs campaign) has made the WEPs a top organizational priority.

In 500 words or less, how has the nominee demonstrated her commitment to gender equality in Canada?

As a reference, the WEP principles are:

- 1 Establish high-level corporate leadership for gender equality*
- 2 Treat all women and men fairly at work – respect and support human rights and non-discrimination*
- 3 Ensure the health, safety and well-being of all women and men workers*
- 4 Promote education, training and professional development for women*
- 5 Implement enterprise development, supply chain and marketing practices that empower women*
- 6 Promote equality through community initiatives and advocacy*
- 7 Measure and publicly report on progress to achieve gender equality.*