

AWARDS

SAMPLE AWARD APPLICATION

Please note this document is not an application form, it is an indication of the information required to provide when applying for this award

Best Organisational Development and Change Strategy

Recognises initiatives or strategies which identify the optimal structure, function, and culture of an organisation, and enact development or change to achieve organisational objectives.

Applicant details

- Applicant Name: (Name of organisation)
- First Name
- Email
- Position
- Last Name
- Phone Number
- Organisation Name

Organisation details

How many employees (FTE) in your organisation?

- 1 (just me)
- 2
- 3 to 5
- 6 to 9
- 10 to 19
- 20 – 34
- 35 – 49
- 50 – 99
- 100 – 249
- 250 – 499
- 500 – 999
- 1,000 or more

How many employees (FTE) in your HR team?

- 1
- 2 – 5
- 6 – 10
- 11 – 20
- 21 – 40
- 41 – 50
- 51 – 75
- 76 – 100
- 101+

Industry

- Choose from list of industries provided on the application

Sector

- Public
- Private
- Not for Profit
- Other

In what location(s) does your organisation operate?

- ACT
- NSW
- NT
- QLD
- SA
- TAS
- VIC
- WA
- Overseas

Organisation Overview

Brief statement about the organisation applying for this award (50 words)

Please provide an overview of the challenge faced or goal set which led to the development of this strategy or initiative. (100 words)

Strategic and Leader Driven

How was the strategy or initiative actively supported by the board and/or senior leadership team and how does it align with desired business outcomes and strategy? (500 words)

Consultative

How were employees and/or stakeholders engaged and empowered to contribute to the design, development, implementation and review of the strategy/initiative and how did the organisation ensure appropriate viewpoints and contributions were considered and included? (500 words)

Employee Belonging

What measures are in place to manage risk and prioritise safety and how does the initiative/strategy contribute to employees sense of belonging within the organisation? *(500 words)*

Innovation

In what ways does the initiative/strategy represent a new and creative approach to the challenge faced by the organisation? Innovation may be represented by an approach which is new to the organisation size, sector, location, industry or a completely new approach not undertaken before. *(500 words)*

Achieves Outcomes

How has the initiative/strategy achieved the desired outcomes identified by the organisation?

Please provide quantitative or tangible evidence of these outcomes. Please include metrics from pre and post initiative to demonstrate outcomes achieved. *(500 words)*

Impactful

How has the initiative/strategy successfully addressed the initial challenge faced/goal set and what positive impacts have there been for employees? Please include metrics from pre and post initiative to demonstrate impact achieved. *(500 words)*

Sustainable

In what ways are these impacts and outcomes sustainable and how can they be shared or implemented by other areas of the organisation, sector, or industry? How will the impacts and outcomes be evaluated and assessed for continuous improvement? *(500 words)*

Please provide a summary of how the initiative/strategy addressed the challenge faced/goal set by the organisation. *(100 words)*

Additional evidence

Your award submission may be supported by other evidence in the following format

- Maximum of 5 x A4 pages
- Recorded visual presentation (Optional – maximum length 5 mins)

Use of hyperlinks to webpages in supporting evidence counts as one (1) of A4 page

Please ensure that any critical information is included in your submission statements and does not rely only on evidence. The purpose of evidence is to support what is detailed within the submission statements.

Images

- If applying for an organisational award, please upload your company logo high-res eps format in black and white.
- Maximum file size is 5MB

Referees

To support an application the details of five referees must be supplied.

The following information for each referee will be required

- Name
- Position title
- Organisation
- Phone contact details
- Email contact details
- Relationship to the applicant