



## 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**

### HR Leader of the Year

The HR Leader of the year award recognises the most senior HR or people function leader in an organisation who demonstrates active leadership by achieving positive, sustainable outcomes for their organisation and the profession through outstanding capability and behaviours.

Applicants must be an AHRI Member and hold the most senior HR role in their organisation or have responsibility for the HR function.

#### Applicant details

- Applicant Name (First and last name of the applicant for the award)
- First Name (For the primary contact for the application)
- Last Name (For the primary contact for the application)
- AHRI member number of the applicant
- Email (For the primary contact for the application)
- Phone Number (For the primary contact for the application)
- Position of the applicant
- Is the applicant the most senior HR or people role in the organisation? (Yes / No)
- 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

Please provide a brief introduction to the applicant and why they should be considered for this award. (100 words)

#### Business Strategist

How well does the applicant understand organisational strategy and influence human capability, driving and enabling a competitive, agile and effective organisation? (500 words)

### **Workforce & Workplace Designer**

What contribution does the applicant make to the design of HR strategy and solutions to achieve strategic and operational objectives? (500 words)

### **Culture & Change Leader**

What influence does the applicant have over optimal organisational culture and insights into achieving individual and organisational objectives? (500 words)

### **Trusted Partner**

How does the applicant build and foster relationships and partnerships with stakeholders to optimise organisational capability? (500 words)

### **Expert Practitioner**

In what ways does the applicant build and develop HR knowledge and skills in themselves and others? (500 words)

### **Organisational Enabler**

How does the applicant demonstrate their harnessing of critical thinking and technological knowledge in order to optimise the deliver of HR practices and services? (500 words)

**Please note the applicant's CV is required to be included for applications to individual awards and scholarships. It will not count in your supporting evidence total.**

### **Additional evidence**

The award applicant's CV must be submitted to support this application.

The award submission may be supported by evidence in the following format:

- Maximum of 5 x A4 pages (The applicant's CV is not included in these 5 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**

- Please provide a high-resolution headshot in JPEG format
- 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
- Organisation
- Email contact details
- Position title
- Phone contact details
- Relationship to the applicant