Dietitians Australia General Policy and Procedure Manual

Awards

Outstanding Contribution Award

# Rationale and Purpose of Award

This award recognises major, sustained contributions to the profession **and** Dietitians Australia **within the past three years** at the **National level** given to a current full member of Dietitians Australia**.**

It is not necessary for awards to be made every year, if it is considered that there are no appropriate candidates. The number of awards in any year is not limited.

\**Full membership category – Australian recognised dietetic qualifications*

# Form of THE Award

The successful nominee will receive:

* The award presented at the Dietitians Australia Awards Ceremony
* A framed *Outstanding Contribution* certificate
* Their name and photo published in the Annual Report together with a short outline of the reason for their award
* Their name listed in the Awards section of the Dietitians Australia website
* Their name promoted through various member communication channels as part of overall award promotions (I.e., social media, Share Plate and/or direct email)

# Selection criteria

To be eligible for an *Outstanding Contribution Award*, the following criteria must be addressed and met.

The contribution must:

1. be sustained and far reaching.
2. fall within the past three years, occurring over a significant timeframe (e.g. 2 years) and be outside normal work commitments.
3. relate to the development, recognition, or work of Dietitians Australia **and** the profession at a National level.

To support the nomination, demonstrated evidence in **one or more** of the following domains must be provided:

|  |  |
| --- | --- |
| Domain | Evidence *(EXAMPLE ONLY)* |
| Advances the profession of nutrition and dietetics | Demonstrated influence in progression of dietetics. |
| Engages in personal and professional development of self and of others | Innovative contribution to teaching and supporting the professional development of dietitians |
| Engages in quality learning and teaching, training/supervision | Demonstrates effectiveness in transfer of skills and knowledge to others |
| Effectively implements change | Demonstrating innovation / excellence in practice which advances the profession at a national level |
| Recognised as an expert resource and advocate  | Leadership in an area of nutrition and dietetics in Australia. Dietitians Australia Board member, National Interest Group Convener, Dietitians Australia Representative at National Level |
| Evaluates and disseminates practice and evaluation, research or quality improvement outcomes widely  | A consistent track record of peer reviewed articles in the national and international literature in relation to nutrition and dietetics |
| Manages complex problems effectively in ways that enhance outcomes while navigating service requirements and stakeholder relationships | Contribution to the growth of the profession within Australia, and to its recognition by involvement with other organisations and authorities |

NB: A nomination for Outstanding Contribution may be moved and considered for Award of Merit at the discretion of the Award and Recognition Committee (ARAC).

# NOmination Process

The Board of Directors, Committees, Branch Committees, Interest Groups and members may nominate annually any number of candidates for an *Outstanding Contribution Award*.

1. Nominations must be submitted on the official Nomination Form (Appendix 1).
2. Nominations and supporting documentation must be in electronic form and in Word format for the preparation of reports.
3. Save this document in a different name: that of the person being nominated (eg: JONES\_Mary – 2023 Outstanding Contribution Award).
4. Nominations and any supporting documentation must address the selection criteria.
5. Names of nominators (members of Dietitians Australia - proposer and seconder) must be provided on Nomination Form.
6. Add electronic signature where available. Where not available, a signed copy will need to be scanned and emailed to the ARAC Secretariat with the nomination submission.

Nomination documentation as outlined above is to be submitted to the ARAC Secretariat, awards@dietitiansaustralia.org.au by **COB Monday 16 January 2023.**

**Late applications will not be accepted.**

# Method of Selection

* The ARAC will be responsible for the selection.
* The ARAC will consider nominations in accordance with the selection criteria and interviews may be used as a mechanism for selection.
* The ARAC may request further information to support the nomination.

Members are eligible to receive more than one *Outstanding Contribution Award*, on different occasions, for a different contribution. A member may also be nominated again for the same body of work after a 5-year period. However, if nominated this way, the contribution must be significantly new and different from that of their previous award.

# Notification and Award Presentation

* The successful nominees and the member/s who made nominations will be notified in March 2023 of the ARAC’s decisions regarding their particular nominations.
* The successful nominee will receive the award in an official presentation at the Dietitians Australia Awards Ceremony at the Conference Dinner in July 2023.
* The successful nominee will need to submit a high-resolution professional photo for publishing in Dietitians Australia awards promotions and Annual Report.

## Appendix

1. Outstanding Contribution Award Nomination Form

# APPENDIX 1: Outstanding Contribution Award Nomination Form

**Nominations will only be considered if submitted on this Form**

Nominee’s Title and Name:

Nominee’s Employer (organisation):

Nominee’s Manager’s Name:

Demonstrate how the nominee has met the **essential criteria**.

Provide evidence for how the nominee has demonstrated they have *met a minimum of one* of the Domains. Evidence provided across multiple domains will strengthen the nomination. Attach additional information if necessary.

|  |  |
| --- | --- |
| Domain | Evidence |
| Advances the profession of nutrition and dietetics |  |
| Engages in personal and professional development of self and of others |  |
| Engages in quality learning and teaching, training/supervision |  |
| Effectively implements change |  |
| Recognised as an expert resource and advocate  |  |
|  Evaluates and disseminates practice and evaluation, research or quality improvement outcomes widely  |  |
| Manages complex problems effectively in ways that enhance outcomes while navigating service requirements and stakeholder relationships |  |

Provide a brief citation **suitable for publishing in the Annual Report** summarising the nominee’s relevant achievements. Maximum 100 words.

Provide a short biography (maximum 200 words) **suitable for publishing in the Annual Report**.

Proposer’s name(1): Seconder’s name(2):

Employment Position: Employment Position:

T: T:

Signed by:

Proposer: Seconder:

Date: Date:

Email completed nomination forms to ARAC Secretariat awards@dietitiansaustralia.org.au

**Completed forms must be received at the National Office by 5pm AEDT Monday 16 January 2023**