

2017 HAYS NAWIC EXCELLENCE AWARDS Call for Entries

On Friday, 18 August 2017 we will celebrate the 2017 annual Hays National Association of Women in Construction Excellence Awards

The awards programme aims to annually celebrate and honour the achievements of women working in construction and affiliated industries, as well as recognising those organisations active in redressing the gender imbalance in the industry.

Awards categories in 2017 are:

- Helen Tippett Award
- Tradeswoman of the Year
- Professional Woman of the Year
- Rising Star
- Excellence in Construction Services
- Outstanding Achievement in Design
- Student or Apprentice Excellence Award

Each award category information page has a checklist to ensure entries include the necessary documents. We encourage entrants to include any other criteria they consider relevant in their submission (within the page limit) which highlight their abilities relevant to a particular award category.

ENTRY CLOSING DATE: Monday, 5 June 2017 at 9:00pm.

If you have any questions, please contact us at awards@nawic.org.nz

Helen Tippett Award

Helen Tippett was a professor at the Victoria University's School of Architecture here in Wellington. She was widely regarded as the grandmother of the industry and it was at her behest that NAWIC was established in New Zealand.

This category celebrates achievements in advancing and furthering the interests of women in the construction industry – those who actively promote the participation of women in the construction industry and encourage their progression. It is open to any organisation, company, partnership, firm or individual operating in NZ.

Each entry is to include a written submission identifying how the nominee has demonstrated an ongoing and extraordinary commitment to advancing and furthering the interests of women in the construction industry.

[Hint: This category is NOT about an individual's career progression or contribution to a project – it is about making a difference and furthering interests of women in the construction industry. Discuss as if you were giving a newspaper interview rather than writing a job application.]

Selection criteria:

- Achieved a senior position with authority enabling them to influence and/or make policy decisions beneficial to women in the construction industry;
- Encouraged and empowered women in construction through education, initiating organisational structure, enacting legislation, establishing company policy and actively promoted inclusion of women in the construction industry;
- Shown leadership in taking initiatives and implementing them on behalf of women in construction;
- Acted as a role model and/or mentor for women in the industry; and
- Other criteria the nominee and / or nominator considers relevant

Submission checklist (please refer also to Conditions of Entry and Submission Requirements):

| # | Items required | Included in submission? |
|---|---|-------------------------|
| 1 | 1 x entry form including referee details | |
| 2 | 1 x written submission and response to selection criteria (maximum 2 pages, 11pt Arial) | |
| 3 | 1x head and shoulders colour photograph (hi res jpg, 1-2MB; 300 dpi) | |

For assistance or clarification on any aspect of the Hays NAWIC Excellence Awards please contact us at awards@nawic.org.nz

Tradeswoman of the Year

This award category celebrates the contributions made by tradeswomen working in the construction industry. It is open to all tradeswomen (e.g. carpenter, electrician, plumber, painter, plasterer etc. – if you work on a site this is you) working in the construction industry in New Zealand.

Each entry is to include a written submission describing the entrant's personal journey in the construction industry and how it has shaped them as a person and as a tradeswoman, as well as detailing their involvement in their trade.

[Hint: We are seeking to get a sense of who you are as a person. Discuss as if you were giving a newspaper interview rather than writing a CV or job application.]

Selection criteria:

- Demonstrated a high skill level within a chosen trade;
- Demonstrated commitment and future aspirations within the construction industry;
- Demonstrated, giving examples, contribution to the construction industry; and
- Other criteria the nominee and / or nominator considers relevant

Submission checklist (please refer also to Conditions of Entry and Submission Requirements):

| # | Items required | Included in submission? |
|---|---|-------------------------|
| 1 | 1 x entry form including referee details | |
| 2 | 1 x Biography or CV summary page (maximum 1 page, 11pt Arial) | |
| 3 | 1 x written submission and response to selection criteria (maximum 2 pages, 11pt Arial) | |
| 4 | 1x head and shoulders colour photograph (hi res jpg, 1-2MB; 300 dpi) | |

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Professional Woman of the Year

This category celebrates women who have made a significant contribution to the construction industry in their chosen profession or field.

This category is open to women who have contributed to a construction project(s) in a management or supervisory role or who own and run their own business in the industry. Areas of contribution include but are not limited to cost management, legal, planning, project management, development, education, design, architecture, landscape, engineering, quantity surveying, urban design, and property.

Depending on the number of entries, this category may be awarded in two divisions – site based or office based.

Each entry is to include a written submission which describes the entrant’s personal journey in the construction industry and how it has shaped them as a person and a professional.

[Hint: We are seeking to get a sense of who the nominee is as a person and what it is that makes them stand out from the rest as a professional. Discuss as if it were a newspaper interview rather than a CV or job application].

Selection criteria:

- Demonstration of contribution to the construction industry;
- Demonstration of professional expertise;
- Proven ability to overcome challenges, demonstrate initiative and work as a leader;
- Demonstration of commitment to and future aspirations in the construction industry; and
- Other criteria the nominee and / or nominator considers relevant

Submission checklist (please refer also to Conditions of Entry and Submission Requirements):

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Rising Star

This category celebrates women who demonstrate future leadership potential within the construction industry.

This category is open to all women who have worked within the construction industry for less than 7 years. This includes work performed in the trades, as a professional or in an administrative or operational role.

Each entry contains a written submission describing the nominee's role and influence within the construction industry; how it has shaped them as a person; and what it means to be a future leader and how they have demonstrated this ability.

Selection Criteria:

- Proven ability to overcome challenges, demonstrate initiative and work as a team showing leadership potential;
- Demonstration of skills necessary to be successful in the construction industry in the nominee's chosen field;
- Demonstration of commitment to the construction industry;
- Potential to inspire, motivate and be a role model for those following in her footsteps; and
- Other criteria the nominee considers relevant.

[Hint: We are seeking to get a sense of who the nominee is as a person and what it is that makes them stand out from the rest as a professional. Discuss as if it were a newspaper interview rather than a CV or job application].

Submission checklist (please refer also to Conditions of Entry and Submission Requirements):

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Excellence in Construction Services

This category celebrates the contributions of the women in an administrative, sales/marketing or operational role within the construction industry.

This category is open to all women who have worked in administrative, sales/marketing or operational role within the construction industry. Areas of contribution include, but are not limited to, finance, payroll, project administration, sales/marketing, human resources, office management and general administration.

Each entry is to include a written submission describing their role and influence within the construction industry and how their support impacts on the operations and achievements of their company.

[Hint: We are seeking to get a sense of who the nominee is as a person and what it is that makes them stand out – discuss as if it were a newspaper interview rather than a CV or job application. Quantity Surveyors should enter in the Professional Woman of the Year category].

Selection criteria:

- Demonstration of contribution to the construction industry;
- Demonstration of innovation and creativity in construction administration and / or management systems;
- Demonstration of commitment to the construction industry; and
- Other criteria the nominee and / or nominator considers relevant

Submission checklist (please refer also to Conditions of Entry and Submission Requirements):

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Outstanding Achievement in Design

This award is to recognise the achievements of an outstanding individual's contribution to a construction project in the areas of engineering (including civil, mechanical, structural etc.), architecture, urban design, landscape or other area of design.

This category is open to all women who have worked in a design role and who have made a significant contribution to the construction industry designing a best practice outcome in their chosen field.

Each entry contains a written submission describing their role and influence within the construction industry and how the nominee has exhibited best practice in design (maybe a built or unbuilt outcome) by demonstrating at least one of the selection criteria below [can be addressed by an employer/supervisor/nominator].

Selection criteria:

- Demonstrate the use of sound design practices and principles
- Demonstrate the technical complexity and innovative element of the project
- Prove the beneficial impact for a customer, owner, environment or surrounding community
- Effective consultation and liaison with the user and other parts of the industry
- Demonstrate value for money and a cost-effective design solution
- Other criteria the nominee and / or nominator considers relevant

Submission checklist (please refer also to Conditions of Entry and Submission Requirements):

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Student/Apprentice Excellence Award

This category celebrates female students and apprentices who demonstrate a high level of potential and commitment within the construction industry.

This category is open to all women who are at the time of entering are engaged in study related to the construction industry. This includes studies in the trades such as apprenticeships, as a professional or in an administrative or operational role.

Depending on the number of entries, this category may be awarded in two divisions – apprentice OR student currently enrolled in a New Zealand industry related base qualification.

Each entry contains a written submission describing the nominee’s role and influence within the construction industry; how it has shaped you as a person; and what it means to be a future leader and how you have demonstrated this ability.

Selection criteria:

- Proven ability to overcome challenges, demonstrate initiative and work as a team showing potential to make a significant contribution to the construction industry;
- Demonstration of skills necessary to be successful in the construction industry in the nominee’s chosen field;
- Demonstration of commitment to the construction industry;
- Potential to inspire, motivate and be a role model for those following in her footsteps; and
- Other criteria the nominee and / or nominator considers relevant

Submission checklist (please refer also to Conditions of Entry and Submission Requirements):

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Conditions of Entry



By submitting an entry to the Hays NAWIC Excellence Awards 2017 ("Awards"), you are agreeing to the following terms and conditions ("Terms and Conditions"):

1. Information on how to enter the Awards forms part of these Terms and Conditions.
2. The Awards are run by the National Association of Women in Construction (New Zealand) Incorporated ("NAWIC").
3. In these Terms and Conditions, references to the singular include the plural and references to "you"/"your" includes you in your personal capacity and/or as a representative of your organisation and/or your organisation.
4. Eligibility - The Awards recognise outstanding contributions of women in construction. The Awards will reward recipients in the following categories:
 - Helen Tippett Award;
 - Tradeswoman of the Year;
 - Professional Woman of the Year ;
 - Rising Star;
 - Excellence in Construction Services;
 - Outstanding Achievement in Design;
 - Student or Apprentice Excellence Award.
5. To be eligible to enter the Awards, a Nomination Form must be completed in accordance with these Terms and Conditions and submitted to NAWIC at awards@nawic.org.nz by 9:00pm on Monday, 5 June 2017. All entries are deemed to be received at the time that NAWIC receives the Nomination Form. No entries will be accepted after the closing time.
6. The individual or organisation in respect of whom a Nomination Form is submitted must meet the criteria set out in these Terms and Conditions to be eligible to enter the Awards and to be considered. Both self-nomination and third party nominations are welcome. The nominee must agree to be nominated. The minimum requirements for a nominee is that they are:
 - Residing (for individual) or operating (for organisation) in New Zealand;
 - Have a registered New Zealand Business Number (for organisation);
 - Have been working or studying (for individual) or operating (for organisation) in New Zealand for at least 24 months prior to 5 June 2017;
 - The subject of a correctly completed and submitted Nomination Form in accordance with these Terms and Conditions.
 - Available to attend the awards presentation in Auckland on Friday, 18 August 2017, or to have someone attend on their behalf. Entrants are responsible for their own travel costs.
7. NAWIC reserves the right to disqualify entries in the event of non-compliance with these Terms and Conditions and, including but not limited to, any instance of illegality, fraud or incomprehensibility.
8. Current members of the NAWIC National Board are not eligible to enter.

JUDGING

9. Each valid entry received by NAWIC prior to the closing submission date will be submitted for judging by a panel of judges appointed by NAWIC.
10. The judges reserve the right to determine the eligibility or otherwise of each nomination. If another category is deemed more suitable, NAWIC and/or the judges reserve the right to transfer a nominee to that category. The judges reserve the right to make no award in any given category.
11. Entries will be judged individually on their merits. The judges' decision is final and no correspondence will be entered into. As the Awards are a competition, unfortunately it is not possible to provide feedback on individual entry submissions.
12. Winners of the Awards will be announced at a function in Auckland on Friday, 18 August 2017. Venue and details to be confirmed.
13. NAWIC, in consultation with Hays in their capacity as Principal Sponsor, may cancel the Awards at any time.

LIABILITY

14. Except for any liability that cannot by law be excluded, NAWIC and Hays Specialist Recruitment (Australia) Pty Ltd (NZ Branch) (Hays) excludes all liability for any loss (including any damage, claim, injury, cost or expense) which is suffered or incurred by any entrant (including a winner) in connection with the Awards, including, without limitation: (i) any indirect, economic or consequential loss; (ii) any loss arising from the negligence of NAWIC or Hays; and (iii) any liability for personal injury or death. No responsibility will be taken by NAWIC or Hays for lost, ineligible, misdirected or late entries due to technical reasons or any other reason. Entries that are not genuine or are incomplete, late or in any way fraudulent will be declared void.

PRIVACY

15. All entry submissions are the property of NAWIC. Personal information will be collected by NAWIC in Nomination Forms or in the administration of the Awards generally.
16. Entry into the Awards is consent by each entrant to allow the use of the entrant's name, image, voice and/or likeness by NAWIC for editorial, advertising, promotional, marketing and/or other purposes without compensation except where prohibited by law.

GOVERNING LAWS

17. The Awards and these terms and conditions shall be governed by and construed in accordance with the laws of New Zealand.
18. Subject to statutory restrictions, NAWIC may amend these Terms and Conditions at its absolute discretion.

For assistance or clarification on any aspect of the Hays NAWIC Awards please contact us at awards@nawic.org.nz.

Submission Requirements

All entries shall comprise the documents referred to in the 'Documents Required' section of the relevant category.

Entry Form: Each entry must be submitted with a clearly completed Entry Form at the front of the submission.

Written Submission: All categories require a written submission. This document should address the questions asked in the relevant award category. Applicants are encouraged to include details of any other criteria the nominee and / or nominator considers relevant or useful to bring to the judges' attention any additional achievements. It is suggested you read through your submission to ensure you have reasonable coverage of the selection criteria. Bullet pointed submissions are encouraged. Applications are judged on content not presentation.

Referees: All categories require two referees with each entry. This is intended to assist in the assessment process. Please confirm with your referee before including their details in the entry and include their full name and title, email contact and best phone contact details. The referee should be someone involved in the project(s) and/or who can attest to the nominee's role and contribution.

Photo: Submissions should include a high resolution (1- 2MB; 300 dpi) jpeg colour photograph. This should be a head and shoulders shot taken against a light coloured background.

Submission Format: All submission documents with the exception of images must be *compiled into one single PDF document with the completed entry form at the beginning.*

The maximum size of the written submission including entry form, appendices and letters of endorsement and authority is 5MB.

The submission document is to be sent as a *zip file* with a file name as follows: *entrant's first initial_surname_submission.*

Image to be compiled in one zip file with a file name as follows: *entrant's first initial_surname_image.*

Please send completed entries by email to: awards@nawic.org.nz

ENTRY CLOSING DATE: Monday, 5 June 2017 at 9.00pm.

Entry form (P1 of 2)

Entries must be received online by 9.00pm on Monday, 5 June 2017. If you have any queries on the completion of your entry please contact awards@nawic.org.nz.

Entry Category:

- | | |
|---|--|
| <input type="checkbox"/> Helen Tippett Award | <input type="checkbox"/> Excellence in Construction Services |
| <input type="checkbox"/> Tradeswoman of the Year | <input type="checkbox"/> Outstanding Achievement in Design Award |
| <input type="checkbox"/> Professional Woman of the Year | <input type="checkbox"/> Student or Apprentice Excellence |
| <input type="checkbox"/> Rising Star | |

Nominee:

Full Name:

Company:

Address for correspondence:

Email:

Work Telephone:

Mobile:

Current Position:

Signature:

Nominator (if applicable):

Name:

Company:

Postal Address:

Email:

Work Telephone:

Mobile:

Preferred Contact (For third party nominations please confirm who will be the point of contact regarding this submission):

- Nominator
- Nominee

Agreement to Conditions:

The nominee and nominator(s) hereby agree to be bound by the conditions of these Awards and accept(s) that the judging decision of the NAWIC is final. The submission of the nominees online entry form authorises the awards judging panel to contact the nominated referees or anyone else they see fit.

Entry form (P2 of 2)

Referee 1:

Name:

Email:

Postal Address:

Mobile:

Work Telephone:

Referee 2:

Name:

Email:

Postal Address:

Mobile:

Work Telephone:

Documentation:

- 1 x Biography or CV summary page (maximum 1 page, 11pt Arial) except for Helen Tippett Award
- 1 x Written submission and response to selection criteria (maximum 2 pages, 11pt Arial)
- 1x head and shoulders colour photograph (hi res jpg, 1-2MB; 300 dpi)
- Saved as *entrant's first initial_surname_submission* (Entry form, biography, and submission as single PDF zipped max. size 5MB) AND *entrant's first initial_surname_image* (hi res jpg, 1-2MB; 300 dpi).

General Details:

Are you a citizen of:

- New Zealand
- Australia
- Neither?

If neither, do you have a visa entitling you to work here?

- Yes
- No

If so, what type of visa?

Passport number:

Country of issue: