

Guidance on writing a Nomination

Example.

For the 'Management and Leadership Award'

The award aims to recognise a female leader, in either the private or public sector, who has shown strong principles, courage, dedication and who has a clear vision of their future development.

1. A complete biography of the candidate

Mrs M is the current Chief Executive Officer of Lumsdens, a UK-wide motor insurance company. Mrs M started as a clerk with Lumsdens in 1998, undertook a part-time Business degree with the Open University (2004), gained the ACA (from ICAEW) accountancy qualification in 2007 and became the company CEO this year.

2. Full details of the candidate, describing their achievements, giving details of their future plans, and the reasons why the candidate should be considered for the award (Maximum 500 words). Example is given below.

The recent appointment of Mrs M as the CEO of Lumsdens, a nationally recognised insurance company, is perhaps the culmination of her very successful career. From her start in the company in 1998, straight from doing A-levels at Cardiff High School, Mrs M has steadily risen through the various departments at Lumsdens to finally become its youngest CEO earlier this year. Along the way, Mrs M very successfully gained a First Class Honours degree in Business Studies from the Open University in 2004, and also gained a full accountancy qualification (ACA from ICAEW) in 2007. In Lumsdens, her management expertise first saw fruition when she was appointed to oversee the personnel department in the Cardiff office and then subsequently, in 2007, became the Human Resource Manager for the entire company. Having started at the 'bottom' in business, when came in as lowly office clerk, Mrs M has always been aware of the requirement to carefully support and nurture the needs of the younger members of the company. To this end, and almost single-handedly, she established an 'on-the-job' training scheme in 2004, that has since become an established and very successful component of the company's overall career training plan. Indeed, many of Lumsden's past-trainees have gone on to top management positions, both within the company and with other national and international companies. Mrs M was appointed as the national General Manager at Lumsdens in 2009 and has since undertaken a complete reassessment of the overall insurance coverage being offered by the company. Following this company-wide analysis, Mrs M identified a number of insurance areas that were either inadequately supported by the company, or were not cost-effective, and has since successfully overseen the necessary amendments to the business. Her outstanding achievements and successes with the company were then fully recognised earlier this year when she was appointed as their Chief Executive Officer, one of the youngest Asian women to hold such a prestigious position in a national company. She has not finished yet, as she now has ideas on how to further expand the areas of insurance offered by the company, with the plan being to improve the company's profit margins from some £1.5 million to at least £3 million in the next five years. It is quite evident that Mrs M is a prime example of an Welsh Asian women who has made a fantastic success not only of her career, but also in her life, having successfully raised a family of four children, all of whom are

in full-time education here in Cardiff. Her achievements speak for themselves, and she has also shown her exemplary leadership skills in making her company, not only a success locally but also nationally.

Award Categories

1. Science, Technology, and Healthcare
2. Management and Leadership
3. Contribution to the Arts, Culture and Sports
4. Social and Humanitarian Achievement
5. Business
6. Self-Development
7. Young Achiever (11 to 21 years)
8. Violence Against Women Agenda
9. Lifetime Achievement Award

Nominations are now open.

The closing date for nominations is 30th November 2022.



Ethnic Minority Welsh Women Achievement Association

Nomination Form 2023

In case of any missing information, the nomination will be disqualified without any notice.

Checklist provided at the end of this form can be used to ensure the nomination is submitted properly.

Category Details

Category of nomination: _____

Candidate Details

Name: _____

Address: _____

City / Postcode: _____

Telephone: _____

Email: _____

Work Details

Company/ Organisation: _____

Address: _____

City/Postcode: _____

Telephone: _____

Email: _____

Nominator

Name: _____

Address: _____

City/Postcode: _____

Telephone: _____

Email: _____

Work Details

Company/Organisation: _____

Address: _____

City/Postcode: _____

Telephone: _____

Email: _____

Candidate Biography

Max 50 words

A comprehending summary of the candidate. It will be used on different platforms and media.

Candidate's Achievements

Max 500 words

Information on the candidate describing their achievements. Details of candidate's plans and the reasons why the candidate should be considered for the award. What contributions have the candidate made to the community in addition to their paid work.

Background

Achievements

Why do you think that the candidate deserves the award?

What contributions have the candidate made to the community in addition to their paid work?

References

Referees must have known the candidate for at least 2 years.

First Referee

Name: _____
Address: _____
City/Postcode: _____
Telephone: _____
Email: _____

Second Referee

Name: _____
Address: _____
City/Postcode: _____
Telephone: _____
Email: _____

Lifetime Achievement Award requires 4 professional referees.

Third Referee

Name: _____
Address: _____
City/Postcode: _____
Telephone: _____
Email: _____

Fourth Referee

Name: _____
Address: _____
City/Postcode: _____
Telephone: _____
Email: _____

PLEASE RETURN THE COMPLETED NOMINATION FORM TO PROFESSOR MEENA UPADHYAYA.

Via email: Meenaemwwaa@outlook.com

Via post: **2 Llyn Close, Cyncoed, Cardiff. CF23 6LG**

CHECKLIST

Nomination category provided	
All sections fully completed	
A recent (passport style) photograph of the candidate	
Supporting evidence for the stated achievements	

FAILURE TO PROVIDE THE REQUIRED INFORMATION AND DOCUMENTS WILL RESULT IN DISQUALIFICATION OF THE NOMINATION.