

Brookfields Emerging Leader of the Year Award

About the 2020 Brookfields Emerging Leader of the Year Award

The Brookfields Emerging Leader of the Year Award recognises an emerging leader who has a proven track record of designing or delivering programmes, projects, processes or practices that demonstrate innovative and successful approaches with an identifiable community impact.

Nominations are to be made by the Chief Executives for the nominee's employing council.

Eligibility

1. The nominee must be aged 35 or under at the time of nomination, and may not hold a Chief Executive role. It is not expected that the nominee will report directly to a Chief Executive although exceptions may be made for smaller councils. This should be noted when completing the nomination form.
2. The applicant must be a full SOLGM member, if they are not already. If not, we will need to receive their application and payment for SOLGM membership on later than 31 January 2020. Information about how to become a SOLGM member can be found [here](#).
3. Nominations are restricted to one per council, excepting Auckland Council who may provide two nominations due to its large size.
4. Nominations are to be made by the Chief Executive, with the consent of the nominee.

The nominee and the nominee's sponsoring council agree to the time commitment involved in travelling to the ICMA conference from 23-26 September 2020 in Toronto, Ontario, Canada.

5. The Award recipient will be presented at the 2020 SOLGM Gala Dinner being held in Wellington on 30 April 2020. There is no entry fee, but it is a condition of nomination that two tickets be purchased – one ticket for the nominee and one ticket for the sponsoring Chief Executive. Tickets can be purchased at [SOLGM.org.nz](https://www.solgm.org.nz).
6. The judges' decision on the Award recipient is final and no correspondence will be entered into.

How to apply

For nominations to be considered we need to receive the following:

1. a completed and signed nomination form as prescribed in this form.
2. an up-to-date copy of the nominees CV.
3. a certificate from the employing council and a signed personal agreement form (which can be found at the end of this document).
4. two completed registrations for the Gala Dinner (see clause 6 above).
5. a photocopy of the nominee's passport showing expiry after December 2021.
6. a high-resolution photo of the nominee.
7. a high-resolution file of your organisation's logo (in a format suitable for print (preferably an EPS file with a transparent background)).

Completed, signed and scanned entries must be submitted by email to info@solgm.org.nz by 5pm on 21 February 2020 with 2020 Brookfields Award in the subject line.

Judging Criteria

Judging Criteria	Points Weighting (Out of 10)
The nominating council has clearly outlined the impact the emerging leader's actions have had and has articulated what impact the person getting the award would have on their career, council and potential in the wider local government sector.	4
Does the nominee have a proven track record of delivering programmes, projects, processes or practices that demonstrate innovative and successful approaches with an identifiable community impact?	3
Has the nominee displayed the ability and willingness to share knowledge and experience with their own council, the sector and SOLGM?	2
Has the nominee shown commitment to a career in local government?	1

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Conditions of the Successful Recipient

The recipient of the Emerging Leader of the Year Award will be, with the support of our sponsor, Brookfields Lawyers, provided with a trip to the ICMA annual conference in Toronto, Canada.

Travel Arrangements

SOLGM will meet the cost of a return economy airfare from the recipient's home town in New Zealand to the Conference location. Also included is ICMA accommodation, ICMA Membership for one year and the Conference registration fees. Expenses not explicitly mentioned above are the recipient's own responsibility. Travel arrangements will be made through SOLGM.

Flight booking process

1. SOLGM will book the recipient's flights and accommodation through our travel agency.
2. Develop your itinerary. The recipient may add on additional travel, personal or work related, at their own, or their employer's cost. Please discuss this in the first instance with the SOLGM team.
3. By 29 May 2020, let SOLGM know the flight and accommodation requirements for the ICMA Conference visit.

SOLGM will then send the recipient a draft itinerary. The recipient should respond promptly as prices may rise sharply if not secured.

4. If the recipient needs to make any changes, contact SOLGM. The recipient will be invoiced for the cost of any changes.

On return

On return from the ICMA conference, the Award recipient is required to submit a short article of their conference experience of between 800-1000 words appropriate for publication in SOLGM's newsletter.

Your article

- This should be submitted electronically as a Word document to SOLGM's Senior Advisor, Communications and Membership, amy.waugh@solgm.org.nz. It must be readable and spell-checked prior to submitting.
- SOLGM may utilise editorial discretion prior to publishing (but will check with you before publishing).
- Your article must be submitted within one month of returning from the ICMA Conference

In addition to your article you may be required to:

- Give a presentation on your ICMA experience at the SOLGM learning and development events. It is a condition of the nomination that the nominee will be available to present at up to two such events (prior to 30 June 2020). SOLGM will endeavour to give reasonable notice in respect to this requirement and will cover any required travel costs.
- You may also be required to submit a separate report to your Council.

For any further information please contact: Jenny Spencer - Manager, Workforce Leadership
Jenny.Spencer@solgm.org.nz 04 399 1115

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Application Form

Please refer to the **How to apply** and **Judging Criteria** sections above for information on completing this form.

Name of organisation submitting nomination	
Name of nominee	
Job title of nominee	
Name (the nominator)	
Email (the nominator)	
Phone (the nominator)	
Reason for nomination (500 words max on the reason your organisation has made this nomination and a brief description of the project or the impact the nominee has had on your council and community.	
Nomination Checklist	<ul style="list-style-type: none"><input type="checkbox"/> The nominee is a full SOLGM member and will renew their membership in 2020/21.<input type="checkbox"/> The nominee is not full SOLGM member, but their application for membership is attached and payment completed.<input type="checkbox"/> I have attached a completed and signed nomination form.<input type="checkbox"/> I have attached the nominees an up-to-date CV.<input type="checkbox"/> I have attached signed certificate from the nominees employing council, and a signed personal agreement form (found at the end of this document).<input type="checkbox"/> I have completed two registrations for the Gala Dinner.<input type="checkbox"/> I have attached a photocopy of the nominees passport showing expiry after December 2021.

	<input type="checkbox"/> I have attached a high resolution photo of the nominee. <input type="checkbox"/> I have attached a a high resolution file of my organisation's logo
Signature of the nominee's Chief Executive (or nominee)	
Name	
Date	

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Certificate of Employing Council

I hereby certify that _____ is being nominated with the full knowledge and approval of their employing Council and, if selected, no objection will be offered to absence from duty for the period of the ICMA conference in September 2020.

In addition to leave-with-pay, the Council will offer the following support, in addition to that being offered by SOLGM (this may include travel to and from the conference venue):

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Name of Council	
Name of authorised person	
Signed (Chief Executive or nominee)	
Date	

Personal Agreement (to be completed by the nominee)

- I agree that the decision of the selection panel is final.
- If successful, I agree to comply with the 'Conditions of the Successful Recipient' provided for SOLGM's Emerging Leader of the Year Award attending the ICMA conference, writing an article and speaking at events.
- If successful, I agree to renew my SOLGM membership for the 2020/21 year, as the ICMA Conference is within this membership period.
- If shortlisted, I agree to purchase a ticket for and attend the Gala Dinner

Nominee Name	
Nominee Signature	
Date	