

## AMAPCEO ACTIVIST AWARDS

# Equity Advocate Award Nomination Guide

*This Guide is designed to assist you through the nomination form for the AMAPCEO Equity Advocate Award. We recommend keeping it handy as you complete your form online.*

### Eligibility

The Equity Advocate Award is presented to an AMAPCEO member or group of AMAPCEO members who demonstrate(s) an outstanding commitment to advancing AMAPCEO's [Equity Statement](#) through action.

The award honours an AMAPCEO activist or group of AMAPCEO activists who:

- facilitates, leads, or coordinates equity and diversity activities or causes within or outside of the workplace; and
- advocates for fairness, transparency, and accessibility; and
- promotes any of the following:
  - racial equality,
  - disability justice,
  - women's rights,
  - Indigenous rights,
  - LGBTQ+ equality, and/or
  - justice for other marginalized and/or historically disadvantaged groups.

### 2020 Call for Nominations

- Nominations are due by **Thursday, October 1, 2020 at noon.**
- Any AMAPCEO member in good standing may nominate an activist/group of activists who meets or exceeds the eligibility criteria in their individual capacity or as a team. Assessment and selection will be carried out by the members of the Activist Recognition Committee. Recipient(s) will be announced and awards presented at this year's Annual Delegates' Conference.

- Do you have a question(s) about a nomination you would like to submit? Do you need advice on how to create an excellent award submission? Contact one of the [Activist Recognition Ambassadors](#) – they're ready to help!
- Please ensure that your submission accurately reflects the nominee's achievement and explains how it is outstanding in AMAPCEO.
- It's a good idea to use this Nomination Guide, which includes all questions from the nomination form, to write your draft on your computer. You can then copy and paste your responses into the web form.
- You can save your nomination draft at any time by hitting the Save Draft button at the bottom of the web form. Return to the form when you're ready to resume.
- Hitting your browser's 'back' button will erase your unsaved progress. Consider printing off the nomination guide or copying it into a document on your computer so it can be referred to as you write your nomination.

Questions about the application process should be directed to Jennifer Sherwood, Director of Membership Services, at 416-595-9000 ext. 2132 or toll free at 1-888-262-7236, or via email to [sherwood@amapceo.on.ca](mailto:sherwood@amapceo.on.ca).

## Nomination Form

### Type of Nomination

Select:

- Individual,
- Group, or
- Committee

### Nominee Info

Please provide the nominee's:

- First Name,
- Last Name,
- District,
- Work City,
- Work Address,
- Work Postal Code,
- Work Telephone Number,
- Personal email address, and
- Membership Status (OPS, BPS, OPS-Retired, or BPS-Retired).

## Nomination

The Activist Recognition Committee will use your nomination combined with the strength of the submitted testimonial letter(s) for its assessment and selection.

You may use the following questions to aid your nomination of eligible nominee(s) by describing each in a paragraph of no longer than 200 words:

1. What action and/or achievement are you recognizing? What was involved?
2. What is the impact for the AMAPCEO membership stemming from this contribution?
3. Was the named action and/or achievement shared with other activists, locations and Districts across AMAPCEO?
4. Do you have any other information about the nominee that you wish to include?

### Group Info (*only if 'Group' or 'Committee' has been selected*)

When nominating a group or committee, please include the following information about all members.

Name the group and each member of the group, followed by a description of how they significantly contributed to the achievement (max. 50 words for each member).

## Testimonial Letters

To be considered by the Selection Committee, nominations must include at least one testimonial letter authored by someone other than you.

Testimonial letters should seek to enhance the Committee's understanding of the nominee's achievement(s). Successful testimonial letters support the nomination and may provide specific examples of the work that the nominee has done. Letters may include, but are not limited to, thank you letters or letters from staff, managers, colleagues, stakeholders, or partners. Those offering testimonial letters do not have to be AMAPCEO members.

Additional testimonial letter(s) must be submitted online at:

<https://amapceo.on.ca/forms/activist-award-testimonial>

## Nominator Info

Please provide your:

- First Name,

- Last Name,
- District,
- Work Address,
- Work City,
- Work Postal Code,
- Work Telephone Number, and
- Your Personal email address.

### Finalize

Take the next step and submit your nomination!

The nomination form can be completed by clicking Submit below. Upon submission you will receive an automatic confirmation to your personal email address.

*Reminder: This application package will not be considered complete until the testimonial letter(s) is/are submitted online (a minimum of one additional letter). [Please click here for the testimonial letter form.](#)*

All materials must be submitted by **Thursday, October 1, 2020 at noon** to be considered for the 2020 Activist Awards.

### Complete

Your submission has been received.

Thank you for taking the time to nominate an outstanding AMAPCEO activist!