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MINISTERS' AWARDS FOR WOMEN IN LOCAL GOVERNMENT

The Minister for Local Government, the Hon Paul Lynch MP and the Minister for Women, the Hon Verity Firth MP, have established an awards program as part of International Women's Day to recognise outstanding contributions made by women in local government in NSW to and for the local government sector.

Guidelines

Aims

- To recognise the contribution to local government in NSW of women
- To encourage more women to take on leadership roles in local government in NSW
- To increase public awareness of the contribution of women to local government in NSW

Categories

1. Staff - urban council
2. Staff - rural council
3. Elected representative - urban council
4. Elected representative - rural council

Council categories are based on the Australian Classification of Local Governments and DLG group numbers. Councils in DLG group numbers 1-7 are classified as 'urban' and councils in DLG groups 8-11 are classified as 'rural'. Information about which DLG group number a council belongs to is available on the department's website under the heading 'Local Government Comparative Information.'

Nomination process

Nominations are invited by completing and forwarding the attached two-page Nomination Form to the Department of Local Government by post to Sue Anderson, Policy and Research Branch, DLG, Locked Bag 3015, Nowra NSW 2541 or via email to sue.anderson@dlg.nsw.gov.au or by fax to 02 4428 4199. Note that:

- Nominations must be endorsed by at least two people other than the nominee
- Nominees must agree to the nomination
- Nominees are strongly encouraged to attend the awards presentation
- The cost of nominees attending the presentation is to be borne by the council
- The nominee's supervisor and/or manager must be made aware of the nomination to facilitate attendance at the event
- Details of award winners and their nomination may be made available on DLG, Office for Women, LGSA, LGMA and ALGWA websites and may be used in media releases

- Supporting information may be attached but should be kept to a minimum (resumes and references should not be attached). Supporting documentation will not be returned
- An electronic Microsoft Word copy of the nomination form may be obtained by emailing sue.anderson@dlg.nsw.gov.au.

Nomination closing date

Nominations close 5:00pm, Friday 22 February 2008.

Selection process

It is anticipated that a panel from DLG, Office for Women and ALGWA as well as LGMA (for staff nominations) or LGSA (for elected representative nominations) will judge the nominations and select the winners for each category based on the criteria below. Selection panel members will not be eligible for nomination.

Selection criteria

The selection criteria have been kept broad to encourage as wide a range of nominations as possible. They include:

1. Nominee must be a female member of staff or a female elected representative of a NSW council
2. Nominee must have demonstrated a significant contribution to local government in NSW in some way. Key questions to consider in addressing this include:
How has the nominee demonstrated a significant contribution to local government in NSW through (one or more of the following):
 - specific action/event or a series of actions/events?
 - sustained focus on an issue bringing about a positive, tangible result?
 - leadership?
 - innovation?
 - achievements with an internal management focus?
 - achievements with an external community focus?
 - achievements that have encouraged the participation of women in local government?

Nominations may highlight the contributions made by women towards *any aspect of local government*, not just for contributions towards initiatives for women.

Presentation of awards

The awards will be presented by the Minister for Local Government and the Minister for Women at a luncheon at Parliament House on Wednesday 12 March 2008. All nominees are strongly encouraged to attend the presentation.

Enquiries

For enquiries please contact Sue Anderson, on telephone (02) 4428 4177.



Garry Payne AM
Director General

Ministers' Awards for Women in Local Government

NOMINATION FORM

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Nominee Details		
Name		
Council		
Position		
Phone number	Email address	
Signature of nominee	Date	
<p>I grant permission for details about my achievements relating to this nomination to be used by the State Government, ALGWA, LGSA and/or LGMA for the purposes of showcasing and promoting the achievements of women in local government.</p>		
Signature of Nominee		
Award category (tick one)	Elected Representative Urban <input type="checkbox"/>	Staff Urban <input type="checkbox"/>
	Elected Representative Rural <input type="checkbox"/>	Staff Rural <input type="checkbox"/>
Details of Nominator 1		
Name	Council	Position
	Phone Number	Email address
	Signature	Date
Details of Nominator 2		
Name	Council	Position
	Phone Number	Email address
	Signature	Date

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Briefly describe (in 500 words or less) your reason for nominating this person for an award.

Note that selection criteria include that a nominee must 1) be a female member of staff or a female elected representative of a NSW council and 2) must have demonstrated a significant contribution to local government in NSW in some way including through *one or more of the following*: a) a specific action/event or a series of actions/events; b) a sustained focus on an issue bringing about a positive, tangible result; c) leadership; d) innovation; e) achievements with an internal management focus; f) achievements with an external community focus g) achievements that have encouraged the participation of women in local government.

[attach page if necessary]

Please send the completed Nomination Form by post to Attn: Sue Anderson, Policy and Research Branch, DLG, Locked Bag 3015, Nowra NSW 2541 or via email to sue.anderson@dlg.nsw.gov.au or by fax to 02 4428 4199 by 5:00pm on **22 February 2008**. For enquiries contact Sue Anderson on (02) 4428 4177 or email: wendy.forrester@dlg.nsw.gov.au.