**L and D Professional of the Year Awards Submission TEMPLATE**

***This template is being provided to standardise award submissions. The specific aims are (i) to show users an example of what is expected in the submission in terms of content, structure and format, and (ii) to standardise the award submissions for judging.***

**Name of Nominee:**

**Name of Organisation:**

**Position Title:**

**Email Address:**

**Contribution to the Profession**

*(200 words)*

**Initiative**

*(200 words)*

***Leadership***

*(200 words)*

***Skills and Knowledge***

*(200 words)*

***Impact***

*(200 words)*

***Recognition***

*(200 words)*

***Referee 1 - Name***

***Referee 1 - Position Title***

***Referee 1 - Organisation***

***Referee 1 - Relationship to Nominee***

***Referee 1 - Phone Number***

***Referee 1 - Email Address***

***Referee 2 - Name***

***Referee 2 - Position Title***

***Referee 2 - Organisation***

***Referee 2 – Relationship to Nominee***

***Referee 2 - Phone Number***

***Referee 2 - Email Address***

*Word count guide: 950 – 1200 words*

*A maximum of 2 pages per submission*

*Please delete italic text and unused headings*