

GUIDELINE CRITERIA FOR THE GFP AWARDS 2011

(Please note that the criteria below are guidelines for incorporation in your Award nominations)

1. Outstanding Contribution to the Profession

This award recognises the impact that the nominee has had on their organisation. The nominee must have excelled in all or some of the following - excellent leadership, integrity, innovation, strategic development, determination and clarity of thought. Above all, they must have achieved results.

2. Innovation in Government

This award recognises where innovation has been used successfully to address an issue or challenge. This might include:

- How an innovative approach has resulted in a step-up from business as usual and delivered real benefits to end users;
- A project that has worked in “open innovation” mode by consulting stakeholders, including front line workers and end users;
- Where learning has been captured and disseminated for application in other areas.

3. Boss of the Year

Does your boss demonstrate any of the following?

- Motivates and makes staff feel important;
- Provides clear goals and direction;
- Is committed and positive;
- Demonstrates good workplace leadership practices;
- Exemplifies the core values and behaviours set out in the Civil Service Code.

Then why not nominate them for this award.

4. Mentor of the Year

This award is designed to recognise a person who has demonstrated exceptional ability in guiding the academic and/or professional growth of his/ her students and junior colleagues. To this end, a nominee should demonstrate the following:

- Be available and approachable;
- Establishes good rapport with students;
- Listens patiently, nurtures self sufficiency, and encourages feedback;
- Maintains and communicates the highest ethical standards;
- Imparts informed advice relating to career searches;
- Establishes opportunities for networking and professional connections.

5. Government's Accounting Technician of the Year

This award is open to students and full members of the AAT who have made a significant impact to their organisation. The judges will be looking for evidence that the student or member has shown a high level of:

- Professionalism
- Innovation
- Responsiveness to customer needs (internal or external)
- Commitment to quality

- Leadership and team working

6. PQ of the Year

This award recognises the achievements of part-qualified finance professionals. Nominees will need to show that they have not only excelled in their training, but that they have gone above and beyond in their attitude to development. This might include:

- What the individual has done to be an example of an outstanding and inspirational trainee and so deserve recognition?
- Who has benefitted from the student's actions?
- Have they been an inspiration to others, and in what way?
- Are there any barriers the student has overcome to achieve what they have, and what are they?

7. NQ of the Year

This award recognises the achievements of newly qualified finance professionals. Nominees will need to show that they have not only excelled in their exams, but that they have gone above and beyond in their attitude to development. This might include assuming extra responsibilities, taking on and completing special projects, or assuming a role much earlier than would otherwise be expected.

8. Finance Team of the Year

This award recognises the achievements of a team in delivering excellence in their organisation. Nominees must demonstrate:

- Ability to work well as a team;
- How results have benefited their organisation;
- Increased organisational performance, efficiency and effectiveness as a result of the teams work;
- Increased productivity/ enhanced service delivery;
- Evidence of flexibility and colleague support.

9. Project Team (or Manager) of the Year

This award recognises good practice in project and programme management, open to any individual or team that can demonstrate:

- Appropriate application of recognised PPM skills and methods;
- Evidence of sound sponsorship of the project/programme and clear appreciation of the customer supplier environment;
- Clarity about pre-agreed benefits and evidence of their delivery.

10. Personality of the Year

This award recognises how an individual demonstrated consistent good performance with a positive attitude in their workplace by:

- Their ability to handle difficult/ sensitive situations positively/ with a sense of humour;
- How he/ she demonstrated that they are a role model for their peers and colleagues;
- Giving examples of the actions demonstrated by that individual in the workplace and the extent of their colleagues appreciation.

11. Unsung Hero

This award recognises an individual who promotes the spirit of community involvement by helping others with no intention of personal gain; elicits respect and is a positive role model in the community.

12. The Sustainability Award

This award recognises achievement in helping to meet government's sustainability objectives, be it in policy, delivery or government operations:

- Demonstrable contribution to a Government social, economic and/or environmental sustainability objective or target;
- Active engagement of staff and organisational leadership;
- Evidence of a value for money approach being taken, assessing the costs and benefits of the approach.

13. Finance Director

The Panel will be looking for evidence that the winner has made a significant contribution to the development of their organisation:

- The individual must have been in their post for at least two years;
- He or she must have contributed significantly to the development of the organisation i.e. 'special achievements'. (The 'special achievements' might have been in a previous year. i.e. It's not necessary for them to have been achieved this year);
- There must be evidence of a positive working relationship between the finance director and chief executive officer; i.e. from the nomination itself or an endorsement.
- Any size organisation is eligible and may nominate e.g. a prison. However, for smaller organisations we just ask that nominations are seconded by the appropriate Head of Finance Professionalism (HoFP).

14. Head of the GFP Award for Lifetime Achievement

[No nominations are sought as the Award is chosen by the Head of the Government Finance Profession].

At the ceremony itself, Richard Douglas will announce the winner of the Head of Profession's Lifetime Achievement award. The winner will have:

- Clearly demonstrated pride, passion, pace and professionalism;
- Strongly embodied the values and behaviours of the Civil Service Code;
- Contributed significantly to the ethos and overall development of the Government Finance Profession

Contact: If you have queries about any of the above please email Terry.Rogers@hmtreasury.gsi.gov.uk with 'GFP AWARDS 2011 – QUERY' in the header of your email. Thank you.

Deadline: All nominations should be sent directly to gfpawards2011@hmtreasury.gsi.gov.uk by the deadline – **Friday 5th August**.