

CIPD

The CIPD Awards in Northern Ireland



Information pack

The CIPD Awards in Northern Ireland



Thanks for downloading the information pack for The CIPD Awards in Northern Ireland.

The awards are the most prestigious and highly regarded awards for the HR profession in Northern Ireland, and celebrate the contribution of people professionals to the success of public and private sector organisations in Northern Ireland.

Through an engaging judging process, the awards identify individuals, organisations and practices that are championing better work and working lives.

The judging panel consists of leading HR and business professionals and academics from a range of organisations across the UK, and the judging criteria ensures that only the best entries will make the shortlist for 2023.

Our entry pack includes category details, key dates, rules of entry and all-important hints and tips to support you in creating a winning entry.

All entries should be submitted via our online entry portal. You can start your entry and return to revise it at any time before you submit it.

Entries close on **Friday 16 June**.

Please contact the team if you have any questions. Email northernireland@cipd.co.uk.

Best of luck!

Lee Ann Panglea

Head of the CIPD in Scotland and Northern Ireland

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Drinks reception



General information

Key dates

- Entries close: Friday 16 June 2023
- Shortlist announced: Friday 25 August 2023
- Category interviews: Tuesday 12 September 2023
- Awards gala: Thursday 12 October 2023

How to enter

All entries should be submitted online. Please use the below information to support you in completing your submission online at cipdniawards.awardsplatform.com or by [clicking here](#).

Entry fees

There is no charge to enter.

Gala tickets

Ticket details and pricing to be confirmed. Email northernireland@cipd.co.uk for any urgent queries.

Website

cipdniawards.co.uk

Categories

Best HR student

We're looking for an exceptional individual who is either currently studying, or has completed a recognised CIPD qualification at any level over the past 12 months.

Successful applicants will clearly demonstrate how they have applied their studies, and how they have made an impactful contribution to an HRM or HRD initiative or project which is significantly important to their employer.

Please note the format of the entry form for this category is different to the rest of the categories to reflect the unique nature of the award.

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Think People
AN AAB GROUP COMPANY

Best flexible working strategy

This award recognises an initiative that has improved business performance by implementing a programme of major change. Winning entries show that plans aligned with operational strategy and the desired organisational culture and that they have been executed with HR considerations in mind.

Entries will demonstrate HR's contribution through all stages of the programme, from making the business case through to measuring the overall impact of the change programme.

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Best inclusion and diversity strategy

This award will celebrate an employer that is genuinely committed to creating a diverse and inclusive workplace.

Successful entrants will evidence how they have championed equality and created fair opportunities for all by addressing areas such as under-representation, fairness and impartiality in relation to reward, flexibility, access to promotion and learning and development opportunities.

You'll also be able to demonstrate that your policies, practices and procedures are based on principles of fairness and inclusion, are regularly checked and updated to identify and remove unfair bias, and outcomes are measured and evaluated.

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Diversity Mark

Excellence in L&D/OD

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We're looking for an organisation that has developed a culture that promotes learning and development, coaching, performance management and innovative approaches to change and work design, as well as encouraging feedback and openness on development needs.

Entries should evidence the impact of the learning culture on employee development and performance, and the positive impact on the organisation.

Best resourcing and talent strategy

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In a tight labour market, with increasing skills shortages, having robust strategies in place to attract and retain a diverse pool of employees is more important than ever.

We're looking for an employer who can showcase creative and effective recruitment and talent management strategies to address the current and future resourcing and talent needs of the organisation.

The judges will be looking for evidence of a breadth of impactful activities and programmes to acquire and manage talent.

Best employee voice programme

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Creating a culture where employees are actively involved in decision-making is a great way of empowering your employees and making them feel valued.

This award recognises an organisation delivering an impactful, effective and sustainable programme of activity to promote the participation of employees in influencing organisational decision-making, either an individual or a collective level.

You'll be able to demonstrate how the programme has made a positive contribution to the overall engagement levels of your workforce through enhanced labour relations and greater insight and understanding of your employees and their working lives.

Best apprenticeship scheme

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work+

We're looking for an employer that is delivering high-quality apprenticeship programmes aligned to their business and people strategies.

Successful entrants will demonstrate how their apprenticeship schemes are integrated into their wider workforce planning strategy, and how they are supporting efforts to increase inclusion and diversity. We'll also be looking for evidence of opportunities for apprentices to progress in the organisation.

Impactful health and wellbeing at work

Sponsored by
 **LEWIS SILKIN**

Investing in health and wellbeing is good for people and good for business. This award will recognise an organisation which has placed employee wellbeing centre stage and has embedded a strong culture of workplace wellbeing.

Successful entries will demonstrate an understanding of the holistic nature of employee health and wellbeing, how wellbeing is being role modelled by the leadership team, and the impact of different initiatives undertaken to address the needs of different groups.

Rising star of the people profession

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 **QUEEN'S UNIVERSITY BELFAST** | **MANAGEMENT SCHOOL**

This award is for early to mid-career people professionals with three to five years' experience in the profession. Our winner will demonstrate a passion for the profession and will have already made a significant impact in their workplace.

Nominations can come from the individual themselves, for from anyone who has experienced the impact of their work, for example their line manager, colleagues, or a mentor or coach.

Entries will evidence a creative and innovative approach to the design, delivery and evaluation of work. Nominees should also demonstrate a commitment to continued professional development, and how they apply this learning in their role.

Best people team

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Danske Bank

We're looking for an exceptional HR or L&D team that has made a significant impact across the organisation. The judges will be looking for a team that has helped their organisation to realise its business objectives and made a real impact on their people.

Entries will show how outcomes are measured and evaluated, and evidence how the team has impacted on the organisation and its people.

Outstanding contribution in the field of people development in Northern Ireland

Sponsored by

CIPD

This prestigious award is presented to a senior professional in recognition of their outstanding contribution to the people profession within Northern Ireland.

They should be exceptional in their ability, commitment, knowledge and experience, and will have made a wider impact on the business community and people profession during their career.

Individuals may enter themselves or can be nominated by their senior management team, colleagues or by someone outside their organisation who wants to recognise their contribution.

If you are nominating someone for this award, you should make them aware of the nomination.

There are no interviews for this category, and the winner will be chosen by the judges on the basis of the nomination forms.

Rules

- Entries will only be accepted using the online application process.
- Very similar or identical information cannot be used to enter multiple categories, i.e. each entry has to provide new information specific to that category.
- If the entry is not completed correctly or fully completed it may be deemed to be an invalid entry.
- For these awards, initiatives or strategies entered should include demonstrable results from January 2022 to April 2023. Initiatives or strategies developed and implemented prior to this period are eligible provided the impact was measured during the past year.
- Each question online has an individual word count and you will not be permitted to exceed this. This word count includes links to additional information on company websites. Judges may not view this additional information.
- Consultants and other service providers may jointly enter with client organisations. All entries must be signed off by an appropriate person within the client organisation.
- The CIPD in Northern Ireland and/or judging panel reserves the right to confirm the accuracy of the information provided online.
- The name of the entering organisation will always be used as the name referred to in all announcements and marketing communications unless instructed otherwise.
- Entrants agree to co-operate with the CIPD in Northern Ireland who may wish to publicise entries through the use of social media, case studies, specific media articles and events. Commercial sensitivity will always be respected.
- The CIPD in Northern Ireland and sponsoring organisations may use photographs and video of the awards ceremony and winners as appropriate.
- The decision of the judges is final and no further correspondence will be entered into.
- Finalists in each category will be announced Friday 25 August 2023.
- Finalists are required to attend a short interview with the judging panel on Tuesday 12 September in Belfast.
- Winners will be announced at the awards gala at the Titanic, Belfast on Thursday 12 October.

Hints and tips

Entering Online

- Make sure you read the info in this awards information pack before you start your application online.
- When you begin to enter a category you will be asked to register on cipdniawards.awardsplatform.com which will create your unique login.
- You can start your application and save and return to complete at a later stage.
- Consider the word count, each individual question has a word limit.
- You can download and print your application from the online platform

Tailor each entry

If you are entering multiple categories, do not copy and paste and be sure to pay attention to the specific category criteria and tailor accordingly. Any duplicate entries in multiple categories will be disqualified.

Clearly describe the business need

- Make sure that you clearly indicate the business transformation or change undertaken, setting out the role HR played and the business need that was being addressed. What was the intended outcome and how was HR central to that?
- What was the specific thinking driving the HR effort and how that effort led to a positive outcome?
- Remember, a great HR idea, initiative or project that isn't firmly embedded in the needs of the organisation or brought to life in your entry may not stand out amongst others, no matter how brilliant!

Show evidence of delivery and achievement

- The evaluation process is designed around being able to clearly see and identify measurable results and outcomes as a result of the specific actions taken by the HR team and those who collaborated with the activities.
- Entrants are asked to clearly indicate where their journey started and where they got to as a result of taking a decisive and distinctive approach. So quantify using appropriate metrics relevant to the business when and where possible!

How to enter

When you select your category you will have to register on the online entry platform at cipdniawards.awardsplatform.com, if you have not already done so.

Here are the core questions that you will be asked online for all categories except the Best HR student category and the Outstanding contribution award. Each of the questions (1 - 9) has a set number of words and you are required to keep within these limits. See the awards portal for information relating to the student category.

Each entry is permitted to have ONE piece of supporting information.

- Please do not upload any further written material as the judges will not consider these. The written component of your entry should be fully explained within the provided form fields.
- Upload JPEG or PDF files. Maximum file size is 5MB per piece. A maximum of one piece can be uploaded with your entry.
- Video attachments may be hosted on a video site such as YouTube or Vimeo and counts towards the additional attachment limit.

Entry Category

Select the relevant category from the drop down list

Entry Name

Title your entry

Organisation Name

This name will be used in all aspects of the competition

1. Brief organisation overview (100 word limit)
2. Briefly describe your entry (150 word limit)
3. Outline the aims and objectives that you set out to achieve. Please include relevant timeframes. (200 word limit)
4. Please show how the aims and objectives align with overall business objectives. (250 word limit)
5. Outline the specific actions that were taken. (300 word limit)
6. Outline any barriers that were experienced and indicate how they were overcome. (300 word limit)
7. Provide details of the relevant metrics and outcomes. (400 word limit)
8. Summarise the learning from what has been achieved as a result of this activity. How will this inform future HR activity within the organisation? (250 word limit)
9. Any final comments? (100 word limit)

Explain the people aspects of the project or initiative

- Set out the specific human resource and people management actions that were taken by HR throughout the change or transformation delivered.
- Outline how you achieved support for the project / initiative amongst employees and senior managers.
- Tell us about any cross functional collaboration that was required within the organisation.
- Good entries often have interesting / innovative communications strategies that clearly get the message across to all stakeholders. Which communications methods worked best for your organisation?
- How you intend to build on these efforts in the future?

Show the distinctiveness of your approach

- Explain what is unique or innovative about your entry.
- What was the scale and complexity of the challenge(s) that had to be overcome?
- Make sure to tell us how the sustainable approach taken will support the organisation in the future.
- Identify how the approach evolved the culture of the organisation to ensure sustainable competitive advantage, engagement and people development.

The CIPD's professional principles

We are keen to see entries that embody one or more of the CIPD professional principles (work matters, people matter, professionalism matters). Entries that clearly demonstrate this will receive extra credit from judges.

Best HR student

When you select your category you will have to register on the online entry platform at cipdniawards.awardsplatform.com, if you have not already done so. **Each of the questions (1-14) has a set number of words and you are required to keep within these limits.**

Each entry is permitted to have ONE piece of supporting information.

Entry Category

Select the relevant category from the drop down list.

Entry Name

Title your entry

Student Name

This name will be used in all aspects of the competition.

Organisation Name

This name will be used in all aspects of the competition.

1. CIPD Membership Number
2. Centre Name
3. Qualification
4. Qualification start date
5. Qualification completion date (if applicable)
6. Brief organisation overview (100 word limit)
7. Briefly describe your entry (150 word limit)
8. Give an overview of the project you worked on including the objectives and timescales, (350 word limit)
9. Describe how the knowledge and skills gained on your recognised CIPD qualification supported the successful implementation of your project. (400 word limit)
10. Outline any barriers that were experienced and indicate how they were overcome. (300 word limit)
11. Outline the impact made to your business since its introduction. (400 word limit)
12. Employer endorsement - to be completed by a senior representative or head of department from your organisation. (100 word limit)
13. Endorser's Name (optional)
14. Endorser's Job Title (optional)

Outstanding contribution

When you select your category you will have to register on the online entry platform at cipdniawards.awardsplatform.com, if you have not already done so.

Each entry is permitted to have ONE piece of supporting information.

Entry Category

Select the relevant category from the drop down list.

Entry Name

Title your entry

Your Name/Nominees' Name

This name will be used in all aspects of the competition.

Organisation Name

This name will be used in all aspects of the competition.

In 500 words or less, please tell us why you/the person you are nominating, should receive the award for Outstanding contribution in the field of people development in Northern Ireland.

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