

# IEEE NSW Section Volunteer Awards

Version: 1.0 - 01 June 2018

## Award Rules

### Approval

Three volunteer awards were approved at the IEEE NSW Section meeting on the 7<sup>th</sup> of May 2018. The awards recognize the contribution NSW members make to the IEEE and its vision of advancing technology for the benefit of humanity. The three awards are:

- IEEE NSW Outstanding Volunteer
- IEEE NSW Outstanding Young Professional
- IEEE NSW Outstanding Student Volunteer

### Eligibility

The award is open to IEEE members living in NSW and with an address registered with the IEEE as residing in NSW. IEEE members are to apply for the category that they belong to as determined by their membership. Current NSW Section Chair, Vice Chair, Secretary, Treasurer, Awards Chair and those serving on the judging panel are ineligible for nomination. A member cannot be nominated if they have received one of the awards in the previous five years.

The Outstanding Volunteer is open to all IEEE members

A Young Professional is defined by the IEEE as someone who has graduated from their first professional degree within the past 15 years

A student is identified as a member with an IEEE student membership

### Nomination

Nomination must be made by an IEEE member, regardless of location. Self-nomination is permitted. At least one reference letter must also be supplied and can come from either an IEEE or non-member.

Nominations will close on the 31<sup>st</sup> of August each year.

### Submissions

Electronic submission using the link provided on the IEEE NSW Section Website. It is recommended that all the answers are completed in a text document first and then copied/pasted into the corresponding fields on the online form.

### Judging

Nominations will be evaluated and judged based on the form available in Appendix A with focus based on contribution to the IEEE

The NSW section will form a committee of at least three members to serve on the judging panel. Judging panel members must declare any possible conflicts of interest when evaluating a nominee.

The judging panel should have representation by at least two of the following: Senior Member, Young Professional and Student

A given award may not be awarded in a particular year if no suitable nominations are received

### Prizes

The winner of each award will be presented at the annual NSW Section AGM held in November. The winners will be notified in early October and expected to be present at the AGM to receive the prize.

### Version Control

V1\_0 01 June 2018 Sasha Nikolic Initial Awards Policy

## Appendix A – Nomination Form

The application will be completed online via the link available on the NSW Section Website

### Candidate Information

- Last (Family) Name:
- First Name:
- Middle Name:
- Prefix:
- IEEE Number:
- IEEE Grade:
- Email:

### Category (Select One)

- IEEE NSW Outstanding Volunteer
- IEEE NSW Outstanding Young Professional
- IEEE NSW Outstanding Student Volunteer

### Proposed Citation (not more than 80 words)

*The citation will be read at the awards ceremony*

### Nominator Information

- Last Name:
- First Name:
- Middle Name:
- Prefix:
- IEEE Number:
- IEEE Grade:
- Email:
- Address:

### Acceptance

Have you confirmed with the candidate that they would be willing to receive the award if deemed successful? (Required)

### Contribution

**Value 20% - 1. Describe the major contributions to the IEEE that the candidate has made to which this award relates** (not more than 250 words):

**Value 20% - 2. Explain why the candidate's contributions to the IEEE are truly outstanding, and describe what the effects of the contributions have been** (not more than 250 words):

### Evidence of Accomplishments

**Value 20% - 1. List three of the most important items of tangible and verifiable evidence of contribution related to the area of the award. These may be publications, reports, presentation materials, software, certificates or other items. To the extent possible, give accessibility information, such as citations or web addresses, but do not submit the actual items** (not more than 250 words):

**Value 20% - 2. Major IEEE Activities-Awards, Offices Held, Committee Memberships etc.** (not more than 200 words):

## Reference

**Value 20% - Please provide one or two, one page reference letter. Focus on any additional data not appearing on the Nomination Form that you believe will be helpful to the Awards Committee.**

**I have emailed a soft copy of the original reference letter/s to [antonyz@ieee.org](mailto:antonyz@ieee.org)**

### **Referee One Details:**

- Last Name:
- First Name:
- Middle Name:
- Prefix:
- IEEE Number (optional):
- IEEE Grade (optional):
- Email:
- Address:

### **Referee Two Details (optional):**

- Last Name:
- First Name:
- Middle Name:
- Prefix:
- IEEE Number (optional):
- IEEE Grade (optional):
- Email:
- Address: