



Focus on leadership qualities

Describe the nominee's leadership qualities and how they have positively influenced others where relevant to the category criteria. This does not require the nominee to be in a formal leadership position, rather that they demonstrate leadership in action.



Examples to support nomination

Offer concrete examples or anecdotes that showcase the nominee's exemplary skills in action. Use real situations to illustrate their impact in relation to the award criteria you select.



Impact

Emphasise how the nominee is exemplary in the award criteria selected. Ensure the judging panel understands how the nominee has made a difference. Highlight how their actions have positively influenced individuals, teams, or the school/community/organisation as a whole.



Highlight accomplishments

Provide specific examples of the nominee's achievements, projects, initiatives, or leadership roles relevant to the category criteria. Use quantitative data or measurable outcomes whenever possible to demonstrate the impact of their work. Simply ticking criteria and supplying no further information is not sufficient to support that the nominee is exemplary in that area.



Clear and persuasive language

Write clearly and concisely. Use powerful language to highlight the nominee's strengths and contributions relevant to the criteria, without exaggeration. Provide specific details to support your claims.