

Vice-Chancellor's Staff Excellence Awards

Recognising Excellence

Excellence in Aboriginal and Torres Strait Islander Advancement

The Vice-Chancellor's Excellence in Aboriginal and Torres Strait Islander Advancement recognises individuals or teams who have made a significant commitment to Aboriginal and Torres Strait Islander students, staff, people, families, and communities.

The Award Guidelines outline the eligibility criteria and the nomination, assessment, and selection process for each award.

- Outstanding Commitment to Aboriginal and Torres Strait Islander Advancement

Information and Guidelines

The Aboriginal and/or Torres Strait Islander Vice-Chancellor's Award for Outstanding Commitment to Aboriginal and Torres Strait Islander Advancement recognises individuals or teams who have made a significant commitment to Aboriginal and Torres Strait Islander students, staff, people, families, and communities in line with ECU's Aboriginal and Torres Strait Islander strategic plan.

The award recipient will receive \$5,000, inclusive of tax and superannuation, and a certificate presented by the Vice-Chancellor at a formal ceremony. Team recipients will receive an equal share of \$5,000.

Eligibility Criteria

This award is open to full-time, part-time, and casual/sessional ECU staff and teams. Applicants must be a current ECU staff member at the time of application and receipt of the Vice-Chancellor's Staff Award.

Staff who have received this award in the previous three years are ineligible to be considered in the same Award category.

Nominations

- People and Culture (P&C) will call for nominations on an annual basis.
- Nominations can only be made by another current ECU staff member.
- Nominees cannot self-nominate.

- Nominations must be submitted via the online nomination form at www.ecu.edu.au/staff-awards, by the due date.
- Nominees may be contacted for more information.
- Any queries should be directed to vcstaffawards@ecu.edu.au.

Management for Performance (MPS)

During performance review discussions, Supervisors are encouraged to consider staff who exemplify ECU values and/or or exemplary performance in one of the Award domains and submit a nomination as a formal reward and recognition.

Nomination Requirements

Nominations are made via the online nomination form.

Nominations to include via the online form:

1. **Nominator details** (the online nomination form will capture your details automatically)
2. **Nominee's name**
3. **Statement** of how the nominee(s) meet the award selection criteria (no more than 300 words).
4. **Email address of two referees** excluding their Executive Dean or Director (external or internal to ECU)
5. **Recommended supporting evidence** of their achievements (documents, videos for example) to be uploaded to the online form

Award Selection Criteria

Significant and/or sustained contribution to further progress ECU's commitment to Aboriginal and Torres Strait Islander students, staff, people, families, and communities aligned to the Aboriginal and Torres Strait Islander supporting plan.

Example Criteria

- Individuals or teams who have trialled or adopted innovative and effective techniques or methods for embedding Aboriginal and Torres Strait Islander perspectives in university curriculum.
- Outreach or engagement activities or initiatives that have created linkages with schools and industry to raise aspirations for education and or employment.
- Individuals or teams who have innovated methods to improve retention and completions by Aboriginal and/ or Torres Strait Islander students.
- Individuals or teams attracting funding for /and or initiating and conducting research which has the potential to have high impact on Aboriginal and/ or Torres Strait Islander issues and actively involves Aboriginal and/or Torres Strait Islander people in its conduct.
- Individuals or teams who have innovated methods to attract, retain and support Aboriginal and Torres Strait Islander HDR students.

- Individuals or teams that develop and implement competitive scholarships and industry-supported fellowships, employment, and cadetship models for Aboriginal and Torres Strait Islander HDR candidates.
- Particularly focussed on individuals who provided an opportunity or support that has changed the life circumstances of an Aboriginal and/or Torres Strait Islander person.
- Community engagement initiatives that have resulted in public recognition of ECU as a role model or exemplar of reconciliation.
- Individuals or teams that develop, implement, or support professional learning opportunities with industry partners to foster positive social and economic impact for Aboriginal and Torres Strait Islander peoples.

Awards Selection Committee

The Chair of the Kudjukat Wow-r-ing Committee or their nominee will form a subgroup of committee members and/or co-opted members to act as the Award Selection Committee, to consider nominations and make recommendation to the Vice-Chancellor.

The Sub-Committee:

- a) Will assess all nominations;
- b) May request further information from whomever it deems necessary to evaluate the nominations;
- c) Reserves the right not to recommend an award if, in its assessment, there is no nomination of sufficient merit; and
- d) Will forward its recommendations to the Vice-Chancellor for approval.

Decision Making

The Vice-Chancellor will review the recommendations from the Kudjukat Wow-r-ing Committee and decide upon the winner. The Vice-Chancellor's decision will be final. The winners will be formally advised of the outcome at the celebratory event.

Celebration

The Vice-Chancellor will host an event that provides formal and public recognition of the respective achievements and excellence of our staff, at which the Awards will be presented. Winners may be asked to present at various public events. Event photography may be utilised to promote the Vice-Chancellor's Staff Awards.

Method of Award Payment

Award recipients will receive \$5,000 per award (inclusive of tax and superannuation). Due to tax considerations, all nominated staff must choose a preferred payment option prior to the event out of the following options:

Cash lump sum payment – default method if no selection made (paid through the payroll system and subject to income tax at the employee's marginal tax rate); or

Payment credited directly to your Superannuation Account as a pre-tax contribution; If you select this option you may wish to seek personal financial advice as there are caps on the amount you can contribute to your super each financial year that, if exceeded, may result in additional tax implication; or

Nominated ECU project/research/school account to be paid into an ECU account of choice. The prize monies must be used for work related expenditure and cannot be redistributed among team members for personal use. Nominees are advised to consult their respective Operations Manager before electing to nominate an ECU account, as there are limitations for time in which prize monies are to be spent. These funds will be allocated to your School or Centre in January of the following year and must be used within one year. Work related expenditure does not normally attract Fringe Benefits Tax (FBT). However, if FBT does apply to the expenditure, it will form part of the award amount so the team members would only be eligible to spend the net-of-FBT amount. Nominees are advised to consult their respective Operations Manager or Finance Team if unsure.

An email will be sent to all nominees prior to the event to request the preferred payment option. If no selection is made and the nominee is successfully selected as a winner of an award, payment of the award prize will default to payment via cash lump sum paid through payroll.

For team award recipients, prize monies will be divided between team members equally.

People and Culture (P&C)

On an annual basis, P&C will:

- Advertise and promote the awards and provide administrative support to the process;
- Organise the composition of the Awards Selection Committee each year and arrange for all nominations to be provided to the Committee in a timely manner for assessment;
- Report on the outcomes of the Vice-Chancellor's Excellence Staff Award Selection committees to the Chief People Officer, Deputy Vice-Chancellor (Student, Equity and Indigenous) and the Vice-Chancellor to seek approval of the recommended award winners selected; and
- Organise the public event and other associated requirements with Corporate Events, including inviting the nominees.

More information

Visit www.ecu.edu.au/staff-awards or email vcstaffawards@ecu.edu.au