

RCN Representatives of the Year

1. Introduction

The RCN Representatives of the Year Award is for accredited RCN representatives or 'Reps' (learning representatives, health and safety representatives and stewards) who have made a difference in their workplace and shown outstanding commitment to the RCN and its members. There are three awards:

- Health and Safety Rep of the Year
- Learning Rep of the Year
- Steward of the Year.

2. Who can be nominated

RCN Members (in the category of Nurse or Nursing Support Worker) eligible for the Representatives of the Year Award must be fully-accredited RCN representatives in one of the following three areas:

- Health and Safety Representative
- Learning Representative
- Steward

Current members of the [Professional Nursing Committee](#), [Trade Union Committee](#), and [RCN Council](#) are not eligible for nomination.

Individuals can only be awarded an RCN Rep of the Year Award in the same representation category once.

3. Criteria

Nominees must be an RCN accredited RCN representatives (learning representatives, health and safety representatives and stewards) who have made a difference in their workplace and shown outstanding commitment to the RCN and its members.

The criteria considered by the Awards Committee are:

1. Impact: How did the nominee made a difference in the workplace or to other members? Did others learn from what they did, and has anything changes in the workplace more widely because of it
2. Benefit: What were the benefits of what the nominee did – either to the individual they represented or to the workplace as a whole?

3. Uniqueness: What was special about the way they did this? For example what personal qualities did they exhibit and how they go about it?
4. Equity, diversity and inclusion: How has the individual demonstrated an active commitment to equity, diversity and inclusion?

Examples of activities nominees may have engaged in are:

- *improved health and safety in the workplace*
- *pioneered a new learning initiative*
- *resolved workplace issues or disputes*
- *demonstrated achievements in representation and consultation.*

4. How to nominate

Nominators do not need to be an RCN member, they can be any individual who:

- have been personally supported and represented by an exceptional RCN representative
- are a manager or employer of a representative who has made a real difference in your workplace
- have witnessed exceptional service and support by an RCN representative.

Please note that representatives are not able to nominate themselves. Members of the Awards Committee are unable to nominate an individual for this award.

5. The process

The nominations process for RCN Awards is as follows:

- Awards Open - A call for nominations is made each year in the nursing press and in the internal RCN publications and on the RCN website. Nominators provide a single supporting statement for a nominee.
- Awards Close - A closing date for receipt of nominations is included in the publicity, and it is vital that nominators submit in time as late entries will not be considered by the Awards Committee.
- Verification – an internal process to determine that an individual is eligible for an Award (against the eligibility criteria mentioned in section 2). Online checks will be made to assure the Committee that the nominee is a fit and proper person.
- Shortlisting – All eligible nominations are reviewed by the relevant RCN Country or Regional Board to further develop the nominations against the criteria and to put forward one nomination from each category in the Country or Region.

- Judging - All eligible nominations will be submitted to the RCN Awards Committee, which will make recommendations for Awardees to the RCN Council.
- Awarding - RCN awardees, conferred by RCN Council, are presented with their award at the next awards ceremony.

The dates for opening and closing of nominations as well as any Awards ceremony will be found on the RCN website www.rcn.org.uk/awards

6. The Judging Panel

The Awards Committee comprises of the President, Deputy President, Chair of Council, Vice-Chair of Council, the Fellows Convenor, the Chief Executive & General Secretary, the RCN Chief Nurse, Representatives from the Professional Nursing and Trade Union Committees.

The assessment of a nomination is against the award criteria, which is scored independently by the Awards Committee members, prior to the judging discussions and decision.

The Awards Committee decision is final. No discussion will be entered into on the merits of a nomination or the judging decisions of the Awards Committee

7. Prize

The prize for each award winner is £500, while commendees receive £250.

Winners and commendees will also be included on a roll of honour published on the RCN website, and included in RCN communications publicising RCN Award winners.