

April 2019

Dear Sir or Madam:

I encourage you to nominate an outstanding new professional for the Saskatchewan Regional Group of IPAC’s **Promising New Professional** award. As part of our mission of promoting excellence in public administration, the Saskatchewan Regional Group of IPAC has a long history of supporting and encouraging new professionals who are beginning their career in public administration. Annually we accept nominations for an award to honour promising new public sector professionals in Saskatchewan. The award will be presented on Tuesday September 17, 2019 during a ceremony at Government House hosted by the Saskatchewan Regional Group of IPAC.

This **Promising New Professional** award recognizes an individual or team of individuals new to the public service (less than five years of cumulative experience in public service) who demonstrates:

* leadership potential within the public service;
* the ideals and values of public administration; and
* the ability and potential to contribute to excellence in public service in Saskatchewan.

A Nomination Package has been attached for your convenience and is available on our [website](https://www.ipac.ca/Saskatchewan/Events/Lieutenant_Governors_Award/Saskatchewan/Events___Awards/Lieutenant_Governor_Award.aspx?hkey=616c6d88-2bce-4f8b-97a2-7e81f320f686https:%2F%2Fwww.ipac.ca%2FSaskatchewan%2FEvents%2FLieutenant_Governors_Award%2FSaskatchewan%2FEvents___Awards%2FLieutenant_Governor_Award.aspx%3Fhkey%3D616c6d88-2bce-4f8b-97a2-7e81f320f686).

The deadline for nominations is **June 30, 2019.**

Please send your nominations to:

IPAC Awards

c/o Alison Pfeiffer

Western Economic Diversification Canada

P.O. Box 2025

Saskatoon SK S7K 3S7

E-mail: alison.pfeiffer@canada.ca

Sincerely,

Lee Anne Schienbein

President, IPAC – Saskatchewan Regional Group

attachment

**NOMINATION PACKAGE**

Saskatchewan Regional Group of IPAC

Promising New Professional Award

**About the Award**

The Saskatchewan Regional Group of the Institute of Public Administration of Canada (IPAC) accepts nominations annually for an award to honour a promising new public service professional within Saskatchewan who, in the opinion of an independent selection committee, is an emerging leader within the public sector and represents the ideals, values and abilities of sound public administration. The award may be presented to individuals or to teams, which include promising new professionals.

**Eligibility Criteria**

A New Professional is defined as anyone who has been employed for less than five years (cumulative) in any of the following organizations:

1. the public services of Canada or Saskatchewan;
2. any agency, board, crown corporation or government corporation of Saskatchewan;
3. the Canadian Armed Forces;
4. any municipal corporation, or group of municipal corporations, or regional government jurisdiction in Saskatchewan;
5. any agency or local board of a municipal corporation or group of municipal corporations or regional government jurisdiction in Saskatchewan;
6. a school board in Saskatchewan;
7. any university or post-secondary college in Saskatchewan;
8. any agency of a university or post-secondary college or any group of universities or post-secondary colleges in Saskatchewan;
9. any health organization funded by a government;
10. any other public service organization that is deemed appropriate as determined by the selections committee.

Membership in IPAC is not a requirement for nominees.

Members and non-members of IPAC residing in Canada may submit nominations.

Executive members of IPAC, whether national or regional, are not eligible for nomination while holding office in the Institute.

To preserve the independence and impartiality of the Institute, elected officials or those elected to serve in public office are not eligible for nomination.

**Selection Process**

The award is presented to a new public servant who:

1. demonstrates leadership potential within the public services:
2. demonstrates the ideals and values of public administration; and
3. demonstrates the ability and potential to continue and constantly improve upon the sound work of public administration and public servants in Saskatchewan.

The award is made for individual or team contribution, leadership and potential, not simply for participation.

In the case of a team nomination, a minimum of 80% of the team membership must be New Professionals (as defined under Eligibility Criteria). A team is defined as a “group of people who have been assigned to work on a project or several projects, using each other’s strengths to move the project forward”. In groups where not all members are New Professionals, the New Professionals must provide the lead role or play a significant role on the team, as assessed by the selection committee.

Service in any field of public administration is relevant. Professional contributions should relate to administrative or management activities rather than a scientific or technical activities.

When comparing the merits of contributions to the different public services, the relative importance of each contribution to its own field is taken into account.

The award is awarded solely on the basis of information provided with the nomination form.

The names of nominees and the ranking of nominees by the selection committee shall be treated confidentially.

Nominations

The nomination package should include the following:

1. Nomination Form: Nominations shall be submitted using the official nomination form or a facsimile thereof.
2. Resume, Biography or CV: A brief summary outlining the nominee(s) educational background, work history, and other relevant information. If nominating a team, please include a separate page which clearly outlines the work history of each team member.
3. Accomplishments: Describe the nominee’s/team activity and contribution in the above mentioned criteria.
4. Letters of Support: At least two (2) letters of support for the nominee/team for this award. Letters should ideally be from supervisors or other public servants familiar with the nominee(s) work within the public service. Letters should be from persons other than the nominator.

Nominees are eligible for consideration for only the year in which they are nominated. Nominees may be re-nominated in subsequent years if they continue to meet the nomination requirements. The award will not be awarded in a year in which, in the opinion of the selection committee, a worthy nomination has not been received.

Nominators will be notified in writing of the decision of the selection committee.

The nomination information for the successful candidate will be forwarded for consideration for the National New Professional award. This award is made in the following year.

For additional information, review the IPAC Awards Policy posted on our website.

**Key Dates**

Nomination Deadline: June 30, 2019

Winner Announced: August 2019



PROMISING NEW PROFESSIONAL AWARD

NOMINATION FORM

1. Contact information for Nominee(s):

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Recent work history of nominee(s). Note: if nominating a team, please include a separate page which clearly outlines the work history of each team member:

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1. The Award is awarded on the basis of demonstrated leadership potential within the public service, demonstrated ideals and values of public administration, and demonstrated ability and potential to continue and constantly improve upon the sound work of public administration and public servants. In the following space, indicate clearly and precisely the nominee’s/team activity and contribution in the above mentioned criteria. Attach additional pages, if necessary, as well as any other supporting material.

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1. Include at least two (2) letters of support for the individual/team nominee for this award. Letters should ideally be from supervisors or other public servants familiar with the nominee’s work within the public service. Letters should be from persons other than the nominator.
2. Two Letters of Support (attached):
3. Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact information for Nominator(s):

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
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Submission Date: \_­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Send Nomination Form to:

IPAC Awards

c/o Alison Pfeiffer

Western Economic Diversification Canada

P.O. Box 2025

Saskatoon SK S7K 3S7

E-mail: alison.pfeiffer@canada.ca

*Deadline for receipt of nominations is June 30, 2019*