

CIEEM Awards 2019

Entry Guidance



CIEEM

Championing a sustainable
natural environment

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Welcome

Since we presented our highest honour to Sir David Attenborough in 2006, the CIEEM Awards have celebrated the outstanding work of ecologists and environmental managers across the UK and Ireland. As we have grown as an Institute, so have the Awards flourished, providing an opportunity for us to recognise the incredible contribution that you all make to the profession and to the sustainability of the natural environment.

Not that we need an excuse, but as 2019 is the Year of Green Action, we have even more reason to shout your successes from the rooftops.

“The future, as we know, is troubled. And it’s in your hands, and your expertise, and your persuasion, and your insight and your wisdom that the world is going to depend”.

Sir David Attenborough

So, as we ask you to think about who you would like to nominate for the CIEEM 2019 Awards, take a moment to reflect on the journey that’s brought you here. Where did it all begin? What first inspired you and could you have done it without the encouragement of others along the way?

These awards are your chance to inspire the next generation, to recognise the skills of your peers and to remind one another why we’re here, doing what we do and striving every day to make a difference.

“I wish you the greatest success in years to come, because, my goodness, the world needs you”.

Sir David Attenborough

“I hooked up again with people I hadn’t seen for years at the awards ceremony, met new friends and we even got a bit of work too!”

Andy Graham

Head of Community Working Wetlands, Wildfowl & Wetlands Trust (WWT) – SuDS for Schools Project: Winner BP for Innovation 2016

How the judging works

Each award is judged by a panel of five CIEEM member volunteers who read through each application, before awarding a score based on the category’s entry criteria. The judges then discuss the merits of each nomination in detail before drawing up a short-list from which the winners for each category are chosen.

What happens then?

All those lucky enough to have been shortlisted will be contacted in early April and invited to attend the Awards Lunch at The Merchant Taylor’s Hall in London on 27 June 2019. All nominees are offered a complimentary place and are welcome to purchase additional tickets for project partners, colleagues, friends and family.

The fun bit...

The Awards Lunch is a swanky affair and will include a delicious three-course lunch, guest speaker and all the fanfare of the awards presentation itself. It’s a fantastic opportunity to celebrate the success of your colleagues and friends, network and, most importantly, thoroughly enjoy yourselves!

“I think everyone should be an ecologist. They are one of my favourite taxa; inherently principled and passionate and mostly just downright nice. So, doing my bit to encourage other ecologists and promote ecology hasn't exactly been hard. Even a couple of months after the event it still feels quite emotional to have won it and as a personal pinnacle in my career its matched only by the time I took my first step towards the profession.”

Ian Bond

Winner of the Members' Award 2017

What's New for 2019

This year, to streamline the process, we've brought together everything you need to know about the Awards into one place, so working out which category to enter should be straightforward. We've outlined what the judges are looking for, specific eligibility and criteria and details of how to enter, so have a good read-through before you get started.

A summary of all the awards and their respective closing dates is given in the table below.

If you would like to submit a nomination:

- Read carefully through the award-specific information in this booklet and check the entry criteria.

- Read the Nomination Form Essentials on page 4. This guidance applies to all award categories.
- Download an entry form from our website.
- Compile your nomination including any relevant supporting information.

Return your nomination form as a Word document and your supporting information as a single PDF document to awards@cieem.net by the relevant closing date.

We wish you every success with your entries

Award	Page	Self-nomination permissible?	Nomination of another permissible?	Closing Date
Postgraduate Student Project	4	✓	✓	7th January 2019
Member of the Year	6		✓	21st January 2019
Promising Professional	7		✓	21st January 2019
Best Practice Awards	9	✓	✓	21st January 2019
NGO Impact	11	✓	✓	28th January 2019
NEW FOR 2019 Planning Authority of the Year	12	✓	✓	28th January 2019
Consultancy of the Year	12	✓	✓	28th January 2019
In Practice Article	All 2019 feature articles are automatically nominated			Not applicable
Tony Bradshaw Award	Best Practice Category winners are automatically nominated			Not applicable

Nomination Form Essentials

We've pooled the collective experience of our past Judging Panels to compile this guidance and help you submit the best nomination possible. Please have a good look through, alongside the award-specific information contained overleaf, before you start to compile your nomination.

1. Think of your nomination as you would a job application; you want it to be engaging, but still professional. It's your sales window, so don't forget to proof-read it before you hit send. Typos and spelling mistakes can make an otherwise stellar submission off-putting.
2. The judges make their assessments based solely on the information in front of them, so assume they know absolutely nothing about your nomination, no matter how widely it's known about in your field.
3. Explain why your submission stands out and why it deserves to win. The judges welcome submissions that deliver the 'wow' factor, especially where supporting material provides underpinning evidence.
4. Be sure to address each and all of the judging criteria as fully as possible.
5. Be as specific and evidence-based as possible when making your case. If your nomination is about a project or initiative, the judges will be looking for evidence of its impact and require strong monitoring and outcome data in support of this e.g. whether habitat creation has been successful in terms of supporting biodiversity. Don't be afraid to nominate a project that was completed some time ago but for which you have good monitoring data evidencing impact. You

"The application process was really easy. If you'd like to celebrate your work, I'd recommend nominating your project for this award."

Craig Macadam
Buglife

may be advised to delay submitting a nomination until more material has been gathered.

6. Use the full allowance of words to make the most detailed case for your submission, but avoid repetition of material.
7. Submitting supporting information is strongly encouraged, but make sure it doesn't exceed the specified page limit and can be easily read by the judges within a reasonable period.
8. Make sure that supporting information is relevant, focused, fit for purpose and supports the text on your nomination form by providing additional evidence against the judging criteria.
9. Please submit nomination forms in Word format (so that contact details can be redacted before circulation to the judges) and supporting information as a single PDF document.

Postgraduate Student Project Award

"Being a career changer is hard, so winning this was a big boost of reassurance that my decision to embark on a career within ecology was the right thing to do. Not to mention prove to employers that I have the capabilities to deliver award winning work!"

Jacqueline Jobes

Winner of Postgraduate Student Project Award 2016

Have you recently graduated from your Masters degree course and received a high mark for your final dissertation? If so we would encourage you to put forward your project for further recognition. Being shortlisted will be a fantastic way to show future employers you have the capability to produce award winning work and there is the added bonus for the winner of a £250 cheque. We also welcome nominations from project supervisors who consider their student has completed an outstanding project.

What are the judges looking for?

The winning project will demonstrate excellence in planning, undertaking and reporting of a Master's-level project in a relevant aspect of ecology or environmental management. Projects will be assessed against the following six criteria:

1	How the project positions the subject within the wider literature, showing an awareness of current understanding and debate
2	Discussion and arguments are informed by a well-defined and identifiable primary source base
3	The project shows an ability to offer informed and constructive analysis of source material
4	The project shows originality in interpretation and/or analysis of results
5	The project provides new evidence or information of relevance to ecology and environmental management in an applied context
6	How well the project is presented (e.g. structure, citations, bibliography, appendices), the standard of writing (e.g. style, punctuation, spelling and grammar), clear and concise abstract/summary and explanation of the methodology used, appropriate use of statistical analysis (if relevant)

Who is eligible to nominate/be nominated?

- ✓ Entries require the support of the student and project supervisor and can be initiated by either
- ✓ Nominees may have completed their project whilst on a CIEEM-accredited degree programme, or been a CIEEM Student member whilst undertaking their project and still be a member of the Institute
- ✓ The project or dissertation must have been undertaken in the 2017-18 academic year, 2018 calendar year or equivalent if a different academic system is used

How do I make a nomination?

- ✓ Return your completed nomination form and a copy of the dissertation by 7th January 2019.

Image below: Postgraduate Student Project Award Winner 2018 – Helen Pietkiewicz



Member of the Year Award

This is your chance to recognise the contribution of a CIEEM member who really goes the extra mile. Is there someone who has inspired you with their commitment to protecting biodiversity and their dedication to volunteering, or who works tirelessly for your Member Network and is passionate in the way they share their skills and knowledge? The Member of the Year Award is a fantastic opportunity to show your appreciation of a member of the Institute at any stage in their career and a great way to applaud a previously 'unsung hero'.

What are the judges looking for?

The judges will be looking for evidence that the nominee has made a significant contribution to ecology and environmental management and supported the profession. This may be demonstrated through achievements at a regional or national scale and could include voluntary service on behalf of CIEEM.

Nominees will be judged for the impact they have had in relation to one or more of the following criteria:

1	Personal achievements in relation to protecting and enhancing biodiversity
2	Sharing knowledge and skills with others
3	Developing professional understanding through teaching, research and/or innovation
4	Undertaking activities in support of CIEEM and its members

Image below: Member of the Year Award Winner 2018 – Morgan Taylor

"It has given me a warm glow that some of my Scottish colleagues had taken the time to make the recommendation. I am thrilled! Thank you!"

Annie Say

Finalist for Members' Award 2016

Who is eligible to nominate/be nominated?

- ✓ CIEEM Members of all membership grades may be nominated
- ✓ To nominate you must be a CIEEM Member (all grades are eligible). Two nominators are required.
- ✗ Serving members of the Governing Board are not eligible for nomination
- ✗ Self-nominations are not permissible

How do I make a nomination?

- ✓ Compile additional information in support of your entry. This can include, for example, a CV or examples of the nominee's work. You may contact the nominee for assistance with this if you would like. The additional material must be limited to 6 pages and submitted as a single PDF document.
- ✓ Return your completed nomination form and supporting information by 21st January 2019.



Promising Professional Award

This award gives established ecologists and environmental managers the opportunity to recognise and encourage a more junior colleague in the early stages of their career. Nominating someone for the Promising Professional Award can show them that their skills and knowledge are valued, help boost their confidence and provide a very positive addition to their CV. It can also demonstrate that your organisation provides a supportive working environment for developing professionals.

What are the judges looking for?

The winner will have demonstrated textbook competence and a strong commitment to their professional development. Nominations are assessed against the following five professional attributes:

		Nominee demonstrates the ability to:
1	Knowledge and skills	<ul style="list-style-type: none"> Apply their knowledge and skills above the expected level for the grade of employment Take responsibility for their personal development
2	Communication	<ul style="list-style-type: none"> Successfully communicate ideas and complex messages with a range of audiences and through a variety of media Share knowledge and experience with others Seek and respond to feedback
3	Leadership and Team Working	<ul style="list-style-type: none"> Build and sustain productive working relationships Successfully influence others Inspire and motivate others
4	Making Decisions and Problem Solving	<ul style="list-style-type: none"> Use knowledge and skills to inform decisions Use innovative/creative approaches and act decisively Challenge and investigate
5	Personal Achievements	<ul style="list-style-type: none"> Take responsibility and deliver results on time/in budget Show initiative and enthusiasm Be flexible, adaptable and perform well under pressure

“The awards are a great place to catch up with peers and find inspiration amongst some of the best ecologists in the industry.”

Morgan Taylor
MCIEEM

Who is eligible to nominate/be nominated?

- ✓ Nominees must be Qualifying, Graduate or Associate members of CIEEM in the first three years of their professional practice
- ✓ Each entry requires the support of two nominators who are Full members or Fellows of CIEEM
- ✗ Self-nominations are not permissible

How do I make a nomination?

- ✓ Compile additional information in support of your entry. This can include testimonials from clients/partner organisations and/or examples of the candidate's work. It must be limited to 6 pages and submitted as a single PDF document.
- ✓ Return your completed nomination form and supporting information by 21st January 2019.

Image right: Promising Professional Award Winner 2018 – Clare Knight





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Best Practice Awards

These flagship project-based awards recognise high standards of professionalism and ecological and environmental management practice by CIEEM members. Past finalists have commented on how being shortlisted helped enhance their reputation and standing, increased stakeholder confidence, helped with funding bids as well as being a fantastic opportunity to reflect on all the hard work that has gone into the project's success. There are seven different categories of award. Projects may be entered in more than one category but can only win one category. Category winners are automatically entered into the Tony Bradshaw Award for Outstanding Best Practice.

- Large-Scale Practical Nature Conservation
- Small-Scale Practical Nature Conservation
- Large-Scale Project Mitigation
- Small-Scale Project Mitigation
- Innovation
- Knowledge Sharing
- Stakeholder Engagement

What are the judges looking for?

Projects must demonstrate high standards of professionalism including:

- a sound evidence base to inform and support the project's aims and objectives;
- a well-conceived plan, staff schedule and budget, with appropriate risk assessment;
- value for money in terms of the impact of the project; and
- that the project has achieved (or is achieving) its objectives.

"To have been recognised in this way by CIEEM is hugely significant, because it is they that set the standards for the profession of nature conservation in this country and if they think it is the best example of its kind then we should all feel mighty proud of what we have achieved."

Ali's Pond Local Nature Reserve
Best Practice SSNC Winner 2016

The judges are looking for evidence of success, so it is important to provide enough evidence of the impact of the project to date. Recently completed projects where evidence of impact is not yet clear will not win and may be better submitted for an award at a later date. The judges are keen to consider projects where monitoring has been in place for enough time (e.g. 10-15 years) to allow proper assessment of project outcomes, particularly biodiversity gain.

Large-Scale Practical Nature Conservation and Small-Scale Practical Nature Conservation

Enhances biodiversity, ecosystem functioning and sustainable development. Typical examples would be work undertaken to restore habitat that has been in decline or work undertaken to improve the fortunes of a struggling population or species. The scale of the project is determined by the cost of the ecological component of the project. Small-scale projects are defined as costing less than £100,000 with large-scale projects costing more than £100,000.

1	Project contributes to the conservation and enhancement of biodiversity
2	Project contributes to enhancement of ecosystem functioning and services
3	Project embodies and advances the principles of sustainable development
4	Project demonstrates value for money in terms of impact

Large-Scale Project Mitigation and Small-Scale Project Mitigation

Delivers good outcomes for biodiversity through a development project. The judges will be particularly looking for mitigation that goes beyond the minimum required and will also be looking for evidence of its success. The scale of the project is determined by the cost of the ecological component of the project. Small-scale projects are defined as costing less than £100,000 with large-scale projects costing more than £100,000.

1	Project demonstrates innovative use of mitigation/enhancement techniques
2	Project evidences biodiversity gain
3	Project embodies and advances the principles of sustainable development
4	Project demonstrates value for money in terms of impact

Image left: Best Practice Small-Scale Practical Nature Conservation Award Winner 2018 – Bringing Back Bulbourne

Innovation

Demonstrates novel approach to professional practice in any aspect of ecology and environmental management. Introduces new ideas or techniques that are useful to or replicable by others.

1	Project displays innovation in its approach, methods or outcome(s) and demonstrates significant advances in new technology or techniques
2	The extent to which the project is replicable and can advance best practice within the profession
3	Project demonstrates the role of ecologists and environmental managers in delivering sustainable benefits for society

Knowledge Sharing

Impact in providing knowledge exchange, training and education within ecology and environmental management. Projects could, for example, be tools, materials, publications or programmes.

1	Project successfully communicates its objectives, approaches and findings to both project stakeholders and a wider audience
2	Project has the potential to influence research and policy agendas favouring best practice in ecology and environmental management
3	Project promotes opportunities for training and education

Image below: Best Practice Innovation Award Winner 2018 – Yorkshire Peat Partnership

Stakeholder Engagement

Effectiveness of engagement with a range of stakeholders. Entries should demonstrate how stakeholder engagement was a significant part of the project and evidence effectiveness from different perspectives.

1	Based on transparent and timely access to information, with enough time to fully understand and incorporate concerns and recommendations of all stakeholders
2	Culturally appropriate to facilitate dialogue and exchange of information and allow consensus building
3	How potential tensions or conflicts were anticipated and if relevant, how they were resolved or taken into account in appropriate ways

Who is eligible to nominate/be nominated?

- ✓ Nominations must be made by a CIEEM member (all grades are eligible) who have been involved in the project or have enough knowledge of it to submit a detailed nomination.
- ✓ Entries must be endorsed by a supporter (who can be a CIEEM member or non-member) who has not worked directly on the project but can complete a supporting statement summarising the impact of the project against the entry criteria.

How do I make a nomination?

- ✓ There is no limit to the number of categories into which a project can be entered. A separate entry form is required for each category entered.
- ✓ Compile additional material in support of your entry. This can include short videoclips and/or weblinks. It must be limited to 6 pages and submitted as a single PDF document.
- ✓ Return your completed nomination form and supporting information by 21st January 2019.





Image left: NGO Impact Award Winner 2018 – Little Ouse

NGO Impact

This award is an opportunity for members to recognise a Non-Governmental Organisation that has delivered a project or initiative that has had a major impact in benefitting nature. The charity could be working at a local, national or international level so the scope for nominations is huge. It is a fantastic opportunity to put forward a charity whose work you believe in or that you volunteer or work for. Recent winners have included a community-based practical conservation project and national campaigning forum.

What are the judges looking for?

The winning NGO will have delivered a project or initiative that has made a significant difference to the conservation of the natural environment. Nominations will be marked out of a total possible score of 40 points. The weighting for the criteria is given below with greater emphasis being placed on the overall impact of the initiative.

1	Overall impact of initiative	20 Points
2	Stakeholder engagement	10 Points
3	Creativity and/or innovation	10 Points

“Since winning the award, our campaign has gone from strength to strength. We have now secured commitments to serve only verifiably sustainable fish from caterers, restaurants and food outlets that together serve well over half a billion meals every year in the UK.”

Kath Dalmeny

Coordinator of Sustain: The Alliance for Better Food and Farming, NGO Finalist 2014

Who is eligible to nominate/be nominated?

- ✓ Nominations must be made by a CIEEM member (all grades are eligible)
- ✓ Nominators can volunteer or work for the NGO put forward, but there is no requirement to have done so
- ✓ An NGO is defined as any organization that is non-governmental, not-for-profit and pursues aims that are of benefit to society and nature. NGOs of any size and based anywhere in the world are eligible.

How do I make a nomination?

- ✓ Compile additional material in support of your entry. This can include short videoclips and/or weblinks. It must be limited to 6 pages and submitted as a single PDF document.
- ✓ Return your completed nomination form and supporting information by 28th January 2019.

NEW FOR 2019

Planning Authority of the Year

CIEEM is delighted to introduce this new award which seeks to recognise planning authorities or National Park authorities leading the way in planning for our natural environment at a landscape scale. We invite members of the Institute to nominate those authorities from across the UK and Republic of Ireland, that they believe develop and implement effective strategies to protect and enhance the natural environment, including through the planning permission process. Projects focused on specific development sites will not be eligible for consideration but may be eligible for entry in the Best Practice Awards.

What are the judges looking for?

The judges are looking for a planning authority which demonstrates a strong commitment to protecting biodiversity and supporting resilient ecological networks within and across its boundaries. They expect to see evidence of this commitment being carried through into practical delivery either through service-wide initiatives or particular planning strategies. Nominations will be judged against four criteria and marked out of a total possible score of 50 points. The weighting for the criteria is given below.

1	Ambition, approach and scope of strategies, plans and policies	10 Points
2	Effectiveness of implementation of strategies, plans and policies through practical action and sound planning decision-making	20 Points

3	Training and support for relevant staff and committee members in biodiversity-related issues and opportunities	10 Points
4	Outreach activities undertaken to inspire and influence others	10 Points

Who is eligible to nominate/be nominated?

- ✓ Nominations must be made by a CIEEM member (all grades are eligible)
- ✓ Nominators can work for the planning authority put forward
- ✓ All entries require a statement from a supporter who is also a CIEEM Member
- ✗ The supporter must not be an employee of the nominated authority

How do I make a nomination?

- ✓ Compile additional material in support of your entry. This can include short videoclips and/or weblinks. It must be limited to 6 pages and submitted as a single PDF document.
- ✓ Return your completed nomination form and supporting information by 28th January 2019.

Consultancy of the Year Award

This is a valuable opportunity for organisations to showcase high standards of professional practice and receive formal endorsement of their work within the sector. There are separate categories for Small, Medium and Large Consultancies so you can celebrate the dedication and achievements of staff whatever the size of your organisation.

What are the judges looking for?

The winning consultancies will evidence that they deliver high quality ecological services whilst being exemplar employers and advocates for the profession. Each consultancy will be judged against four criteria and marked out of a total possible score of 100 points. The weighting for the judging criteria is indicated to the right.

Small Consultancy of the Year

Employs up to 10 ecologists and environmental managers

1	Consistent delivery of high quality practical outcomes that benefit business and the economy as well as nature/and or people's connection with nature	50 Points
2	Evidence of sharing learning and good practice	15 Points
3	Commitment to undertaking CPD/supporting the professional development of staff	20 Points
4	Promotion of the profession	15 Points

Medium Consultancy of the Year

Employs between 11 and 40 ecologists and environmental managers

1	Consistent delivery of high quality practical outcomes that benefit business and the economy as well as nature/and or people's connection with nature	50 Points
2	Evidence of sharing learning and good practice	15 Points
3	Commitment to supporting the professional development of staff	20 Points
4	Promotion of the profession	15 Points

Large Consultancy of the Year

(companies may be single or multi-discipline)

Open to companies with more than 40 ecologists and environmental managers.

1	Consistent delivery of high quality practical outcomes that benefit business and the economy as well as nature/and or people's connection with nature	50 Points
2	Evidence of sharing learning and good practice	15 Points
3	Commitment to supporting the professional development of staff	20 Points
4	Promotion of the profession	15 Points

Image below: Small Consultancy of the Year Award Winner 2018 – Greenspace

Who is eligible to nominate/be nominated?

- ✓ To nominate for this award, you must be a CIEEM Member (all grades are eligible)
- ✓ Nominators can put forward the company they work for or another company
- ✓ At least two thirds of the eligible staff must be current members or member-applicants of CIEEM (any grade)

How do I make a nomination?

- ✓ Compile additional material to support your entry. This might include client testimonials, other stakeholder testimonials, monitoring report summaries and photographs, careers promotion, work experience initiatives and/or staff development initiatives. Short videoclips are acceptable. Supporting information must be limited to 6 pages and submitted as a single PDF document.
- ✓ Return your completed nomination form and supporting information by 28th January.

“We were delighted to win the medium consultancy of the year award. Everyone at BSG is proud that the quality of our technical work, our commitment to staff development and to the development of the profession has been recognised in this way.”

BSG Ecology

Winners of the Inaugural Medium Consultancy of the Year Award 2018.



Tony Bradshaw Award

The Tony Bradshaw Award for Outstanding Best Practice recognises exceptional projects that set an overall impressively high standard. Category winners for each of the seven Best Practice Awards are automatically entered. The Award is made at the judges' discretion and will not necessarily be presented each year.

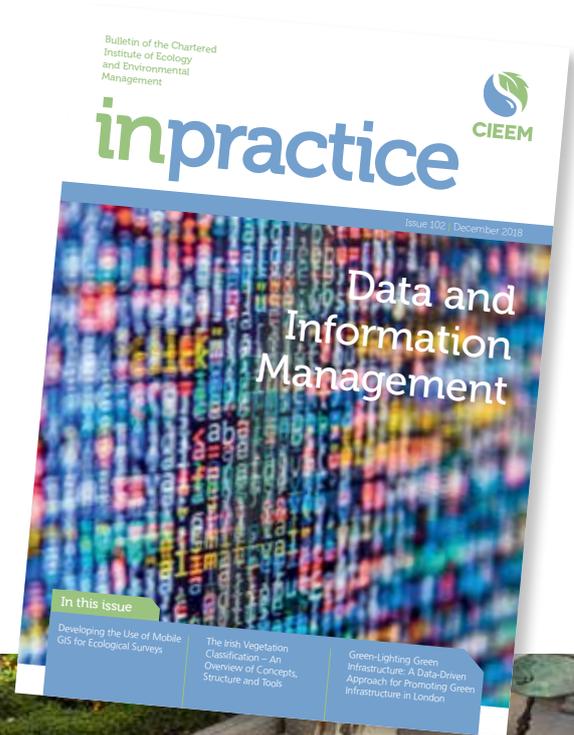
Image right: Tony Bradshaw Award Winner 2018 – Hatfield Forest



In Practice Award

This award recognises the invaluable contribution to knowledge sharing that authors of feature articles in our members' bulletin, *In Practice*, make. The judges will be looking for the most influential and thought-provoking article of the year. All feature articles published in *In Practice* in 2018 will be considered for this Award, irrespective of whether the article was written by a CIEEM member or not.

Image below: Finalists Group 2018



Raising the profile of professional ecological and environmental management and promoting the highest standards of practice for the benefit of nature and society.



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Environmental Management

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