

HR Team of the Year - Small Enterprise/Not-for-Profit Sector

This Award recognises excellence in HR delivery by an HR team of three or less working in a small to medium business or not-for-profit.

Submission Requirements

For this award, applicants have the option to complete a written submission or to create a video submission.

Video Submission

If a video submission is selected, please ensure that all criteria is addressed within the two minute time limit. Videos longer than two minutes will not be accepted. Applicants that submit by video will still be required to fill in their referee contact details and upload their supporting evidence using the online submission form. Videos should be submitted to events@hrinz.org.nz using an online file hosting service such as Dropbox.

Written Submission

All applicants for this Award will be required to include the following information in their application:

Submission Statements

- 100 word statement about the organisation with which the nominee is employed
- 100 word statement about the nominee
- 250 word statement on each of the criterion (maximum of 2000 words).

Supporting Evidence

Up to 15 single sided pages of evidence supporting the submission statements.

Referee Contact Details

Contact details for the three required referees as specified below.

Referee Statements: If selected as a finalist in this category, the assessment component is the completion of referee statements from the Chief Executive, and two internal customers of the HR Team. These three people will be contacted by the judging panel or HRINZ employee to undertake the referee check.

Criteria for HR Team of the Year - Small Enterprise/Not-for-Profit

Criterion:	Defined as:	Evidenced by:
Achievement	The applicant/team has been recognised for excellence in the design, implementation and delivery of HR programmes and practices in the organisation.	Evidenced by the success of the organisation.
Impact and Outcomes	The programme or initiative has addressed the challenge, achieved the desired outcomes and/or positively impacted on the organisation's performance.	Evidence of improvements and outcomes identifiable as resulting from the initiative/programme. Budget implication of initiative e.g. cost of savings/increased revenue as result of initiative. Reporting on initiative results to employees/organisation or governing body.
Leadership	The applicant/team has demonstrated a capacity for leadership.	Management/supervision roles, feedback from management team and employees.
Commitment	The applicant/team has demonstrated a passion for HR practices through services provided, programmes and improvements gained.	Evidenced by the initiatives implemented and employee engagement e.g. planning meetings, staff feedback surveys, management feedback.
Innovation	The applicant/team is ahead of the field in ideas and practices.	Leadership of project/initiatives teams, research undertaken into new practices/theories, training undertaken in new areas of the HR profession.
Credibility	The applicant/team demonstrates credibility across the whole of the organisation.	References from colleagues, participation on taskforce, contribution to business wide/cross functional teams, demonstration of ethical behaviour, recognition as a role model in the organisation.
Strategic Contribution	The applicant/team demonstrates an understanding of strategy and how HR will deliver strategy to meet the organisation's strategic goals and	HR strategy documents demonstrating alignment/contribution to organisation strategy, evidence of participation/role in strategy setting.

	meets customer's needs.	
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