



## Newcomer of the Year

This award recognises exceptional new talent in the profession, identifying individuals who have made a significant impact on the provision of workplace and / or facilities management services within the first three years of their journey in the profession. The winner will be an ambassador for the profession, be passionate and committed to CPD and promoting workplace and facilities management as a career of choice, having gained significant respect of their colleagues and leaders within their organisation. They will be knowledgeable about the issues that facilities professionals face and proactive in driving the profession forward.

The IWFM Impact Awards 2021 recognise work and projects that were completed or operational over the last three years (since 1 January 2018).

### Who should enter?

Workplace and facilities managers within the first three years of their career working for an in-house team or a service provider who can demonstrate significant tangible impact and who can show how they meet the criteria or those nominated by their employer, colleagues or peers.

### Entrant details

Full name

Job title

Organisation

Individual's name and job title, as you would like to be referred to in the Awards process

### Organisations involved

To help IWFM identify conflicts of interest in the judging process please list all organisations involved in this entry, including agencies, suppliers or partners.

### Entry summary

Please provide a 50-word summary of your entry which (should you be named as a finalist) will be used at the Awards ceremony. Please write the summary in 3<sup>rd</sup> person and do not include any private or sensitive information as this may be available publicly.

### What the judges are looking for

- Confidence, self-awareness and an understanding of personal impact, influence and relationships within their team, as well as evidence of acknowledged recognition from management, employing and/or client organisations.
- A determination to succeed, demonstrating how goals have been achieved to date and what plans are in place to reach personal and career ambitions in the future.
- Examples of standout moments and highlights of career up to now.
- A solid grasp of the challenges and opportunities facing workplace and facilities management and how they should be managed for the profession to thrive

### Entry criteria

- Judges are looking for concise information in each of the sections when assessing the entries.
- Each question will be scored, and incomplete questions will not attract a score.
- This is your opportunity to tell the judges why you or your nominee should be recognised and celebrated.
- Throughout your entry, please remember to include how diversity and inclusion, responsible practice and strategic integration have been demonstrated.
- Please note, each section has a word limit detailed next to the question.
- Documents, charts or photos can be referenced and included in the supporting evidence document.

### Entry questions

1. **Provide an executive summary of your entry to ensure that the judges or a person with no prior knowledge can quickly understand it.** *A recommended approach is to write this for a person with no prior knowledge of your area of expertise/industry.*  
(400 words maximum)

- 2. Demonstrate your passion and commitment to workplace and facilities management as your chosen career and what personally drives you to succeed within it**  
(300 words maximum)

- 3. Evidence a commitment to continuous learning and professional development, involvement with the wider profession (including with professional bodies), engagement with others to advance your career and promote the profession**  
(300 words maximum)

- 4. Evidence your impact in your organisation, your influence on service delivery and key achievements which have contributed to positive business outcomes**  
(300 words maximum)

- 5. Comment on the future of the profession and the sector and articulate the key issues it faces and how it might evolve in the future, demonstrating original thinking in creating effective workplaces and/or service delivery, including using technology**  
(300 words maximum)

- 6. Evidence your potential to be a future leader, including personal impact and ambassadorial capability, impacts on peers and other colleagues**  
(300 words maximum)

- 7. Summarise your career aspirations and how you plan to advance them**  
(300 words maximum)

### **Supporting document**

As part of your supporting evidence document please include the below items:

- Include a range of testimonials (e.g., from managers, clients, team members, peers)