

## Entry form: Mentor of the Year Award

### Introduction

We are delighted that you have decided to enter for this award. In addition to the summary of rules on this page, please pay close attention to the guidance on the form itself (overleaf) and additional information available on the Awards web page.

If you have any queries, please do not hesitate to contact [awards@iti.org.uk](mailto:awards@iti.org.uk)

Good luck!

*Awards Team*

### Why enter:

- Gain recognition for your achievements – or those of a peer, colleague or student
- £50 Amazon voucher
- Independent verification of skills and commitment for clients, employers, recruiters and colleagues
- Stand out in a competitive market
- Right to use the ITI Award Winner logo
- Benchmark achievements against those of others

### Summary of rules

- 1) Entries must be submitted by 15 February 2022.
- 2) The achievements to which entries relate must have taken place between 1 January 2021 and 31 December 2021.
- 3) ITI members (all categories) are eligible to enter or be entered for all awards. In addition, non-members may enter for the Student research category and be entered for the Outreach Champion category. Non-members may also enter or be entered for the best performance on a translation and interpreting assignment categories *if the assignment was undertaken for an ITI corporate member*.
- 4) You may enter an award for yourself or someone else. When entering an award on behalf of someone else, please ensure you have their permission.
- 5) Please ensure all details on the form are correct. We cannot accept changes after submission.
- 6) Achievements should not contravene recognised professional standards and ethical conduct.
- 7) Entries are accepted at the judging committee's discretion. Please ensure you have supplied all material requested, and adhere to the word count. You may provide additional supporting information (e.g. client comments, statistics, press releases), but avoid supplying a large number of additional pages. Judges are not in a position to read books or other substantial documents.
- 8) No liability for undelivered or lost entries will be accepted by Awards organisers.
- 9) Winners will be notified in spring 2022. The judges' decision is final and no correspondence will be entered into. We cannot provide individual feedback to entrants on their entries.
- 10) It is planned that an awards presentation event will take place at the Gala dinner at the 2022 ITI Conference.
- 11) Entry for an award will be deemed as confirmation that winners are happy for their achievement to be publicised via ITI channels, and for case studies and other related material to be promoted when appropriate.
- 12) Judges reserve the right not to make an award in any category.



## Entry form: Mentor of the year

This award gives mentees the opportunity to tell us how their mentors have helped in their career.

**Eligibility:** The mentor must:

- be nominated by someone else, they cannot nominate themselves
- be an ITI member
- have given permission to be nominated

Achievements between 1 January 2021 and 31 December 2021.

### 1) Contact details

**Please complete the following information:**

(\*If you are entering on behalf of someone else, please ensure they are aware you are submitting this entry)

Contact name\*:

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Contact address:

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Telephone:

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Email:

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Name of the nominated person as it should appear on a winner's certificate:

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### 2) What we are looking for – judging criteria

**Provide the following information on a separate sheet.**

Please tell us why you believe this person deserves to be ITI's Mentor of the Year (within a maximum word count of 800).

Include:

- concrete examples and impacts of their work
- over what period mentoring has taken place and if it is still ongoing
- name and contact details for nominator
- name of the nominated individual as it should appear on a certificate/award

In addition, you may include supporting information (for example, testimonials and quotes, press releases and other types of coverage), but no more than five pieces. The judges are not in a position to read long documents.

**Now email your entry form along with the requested information and any supporting material to [awards@iti.org.uk](mailto:awards@iti.org.uk) before entries close on 15th February 2022.**