**The Novus Impact Award**

Do you know an individual that has made positive contribution within the first few years of working within our industry?

Or are *you* such this individual?

The Novus Impact award is for an individual who has made a real impact within their own role, across their business, and the industry itself within a short space of time.

If you know such an individual, or this describes you, please make a nomination to bring recognition and highlight these accomplishments.

While there are no age restrictions for The Novus Impact Award, the criteria is set for individuals with less than 5 years’ experience within the industry.

Application forms will be published on our website: <https://www.localinstitutes.cii.co.uk/cardiff/home/> and will be followed up by an e-flyer as a reminder.

The nominees will be reviewed by a selected committee consisting of Novus and IIC senior council members and all finalists will be invited to our annual dinner where the winner will be announced as well as making an appearance in Cardiff’s annual dinner programmes.

The winner will receive the following:

* A cash prize
* Your name in CII newsletters
* And of course, a shiny new trophy

**Application and selection dates**

**Closing date for applications – 23rd February 2024**

Our judging panel will review your application to make sure it meets the eligibility requirements and if needed we will contact you to find out more information or book an interview.

We will contact you to let you know when our judging panel have decided.

*Shortlisted candidates will be invited to an informal interview with the judging panel*

*on* ***at the start of March****– candidates are required to be available on this day (you will be notified if you have been shortlisted).*

*Successful finalists will then be invited to the Annual Dinner on the evening of Friday 12th April 2024 held at the Mercure Holland House Hotel, Cardiff.*

***Please email your completed application form to*** ***awards@ciicardiff.co.uk***

**Application Form**

**\*To be completed by the candidate or the nominator\***

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| **Name:** |  |
| **Job Title:** |  |
| **Email Address:** |  |
| **Telephone Number:** |  |
| **Qualifications:** |  |
| **Company Name:** |  |
| **Company Address:**  |  |
| **Qualifications:** |  |

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| **1.Candidate rationale**You should outline the following: * Please provide a quick outline of career so far, including any training programmes and qualifications undertaken or achieved?
* How long have you worked in your current role?
* How long have you worked with your current employer?
* How long have you worked in the insurance/financial services industry?

***(500 words)*** |
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| **2.Candidate’s key objectives and responsibilities of day-to-day role** Please attach the current role profile/ job description to support your application***(500 words)*** |
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| **3.Candidate achievements** Please provide details of the achievements to make a worthy candidate for this years Novus Impact Award? Ensure you include examples in respect of (but not limited to): * Key career achievements
* Professional development
* Mentorship/ Impact on others
* Exceeding expectations

***(300 words)*** |
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| **4.Candidate’s additional activities**Briefly provide details of additional activities that the candidate are involved in e.g., Young BIBA, community of volunteering work, regulatory or professional bodies.Please provide details on how these skills benefit and are used in the daily role. ***(250 words)*** |
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| **5.Peer Reference Information** It is a requirement for the submission to have additional reference support the application. It is the responsibility of the referee’s comments to verify the information is accurate and true, providing supportive comments as to why you feel the person should be considered for the Novus Impact Award. ***(250 words)*** |
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| --- | --- |
| **Name:** |  |
| **Job Title:** |  |
| **Company:** |  |
| **Email address:** |  |
| **Telephone Number:**  |  |

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**\*Closing date for applications – 23rd February 2024\***

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| **Entry Criteria** * Employers of the nominees must be based within the Cardiff local institute area.
* Nominees must be CII/PFS members.
* Nominees should not have applied for any similar awards with any other Insurance Institutes.

**Selection/Assessment Process** * Nominations must be submitted by email to *awards@ciicardiff.co.uk* on the official nomination form as issued by the Insurance Institute of Cardiff.
* All nominations will be judged by a panel nominated by the Insurance Institute of Cardiff.
* The decision of the panel is final
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