

2022

# ACEC-SK Mentor Award Guidelines



ASSOCIATION OF CONSULTING  
ENGINEERING COMPANIES | SK

## **ACEC-SK Mentor Award**

### **Purpose**

The purpose of the Mentor Award is to recognize the sustained and inspirational mentorship efforts of those who are employed by an ACEC-SK Member firm.

### **Nomination Criteria**

- Nominee must be employed by, or retired from, an ACEC-SK Member Firm at the time of their nomination.
- Contributes to the betterment of the industry.
- Minimum of 15 years of industry experience by March of the year of application.
- Demonstrates active participation and leadership in mentoring (intellectual growth, career development, professional guidance, advocacy).
- Self-nominations will not be accepted.
- Prior recipients are ineligible for future mentor awards.
- Nominations will be received from member firms.
- A nominator should be a colleague who has personal knowledge of the nominee's mentoring efforts.
- There is no limit to the number of nominations that may be submitted from any one firm.
- All unsuccessful candidates shall be retained for the following two years' nominations provided the nominee still meets the eligibility criteria. If unselected after three years, he/she will be released from the list of nominees.

### **Submission Requirements**

- Essay highlighting the way in which the nominee reflects the qualities of a mentor (i.e. contributes to intellectual growth, career development, professional guidance, advocacy).
  - Maximum of 2 pages.
  - Include the name, title, company, telephone #, e-mail address of the individual providing the documentation.
- Testimonials/letters of support from other colleagues (e.g. mentees) supporting the nomination.
  - Minimum of 2 to a maximum of 5.
  - Include the name, title, company, telephone #, e-mail address of the individual providing the documentation.
- CV or biography (not to exceed 6 pages) that identifies the accomplishments of the candidate in the areas of mentoring.
- Completed Nomination Form.
- A current electronic colour head and shoulders photo (size 4"x6" jpg format, 300-600 dpi).

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## ACEC-SK Mentor Award

### Selection Criteria

The candidates will be evaluated on the degree of influence and level of expertise shared with colleagues within the industry, using the following categories as a guide:

- Intellectual growth
- Career development
- Professional guidance
- Advocacy

The Quality of the Submission will also be considered in the selection process.

### Other

ACEC-SK will create a short video presentation for the Awards Ceremony and post event promotions. A copy of the video will be provided to the Member Firm of the recipient following the Awards Ceremony. Additional copies will be made **available for an additional fee.**

**ACEC-SK Mentor Award**  
2022 INTENT TO NOMINATE

**Nominee's Full Name:** \_\_\_\_\_

Nominee's Firm: \_\_\_\_\_

Nominee's Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Nominee's Current Position/Occupation: \_\_\_\_\_

Nominee's Professional Designation(s): \_\_\_\_\_

The Nominee: \_\_\_\_\_ does know that he/she is nominated for this award  
\_\_\_\_\_ does not know that he/she is nominated for this award  
(please check one)

**Nominator:**

Nominator's Name: \_\_\_\_\_

Nominator's Firm: \_\_\_\_\_

Nominator's Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Nominator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Refer to Official Nomination Form (on the next page) and ensure all required documentation accompanies the Official Nomination by the due date.

**Complete and return this Intent to Nominate form by April 29, 2022 to:**

Email: [events@acec-sk.ca](mailto:events@acec-sk.ca) Fax: 306.522.5325

or mail to

**2022 ACEC-SK Awards**  
Suite 12, 2010 7th Avenue, Regina SK S4R 1C2

**ACEC-SK Mentor Award**  
2022 OFFICIAL NOMINATION FORM

**Nominee's Full Name:** \_\_\_\_\_

Nominee's Firm: \_\_\_\_\_

Nominee's Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Nominee's Current Position/Occupation: \_\_\_\_\_

Nominee's Professional Designation(s): \_\_\_\_\_

The Nominee: \_\_\_\_ does know that he/she is nominated for this award  
\_\_\_\_ does not know that he/she is nominated for this award  
(please check one)

**Nominator:**

Nominator's Name: \_\_\_\_\_

Nominator's Firm: \_\_\_\_\_

Nominator's Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Nominator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supporting documentation could include: essay, testimonials/letter of support, references, CV or biography, photo.

**Return this completed form and all supporting documentation by May 27, 2022 to:**

Email: [events@acec-sk.ca](mailto:events@acec-sk.ca) Fax: 306.522.5325

or mail to

**2022 ACEC-SK Awards**  
Suite 12, 2010 7th Avenue, Regina SK S4R 1C2