## Nomination Form

*The**Recognition of Excellence in the Teaching of Stage 6 Aboriginal Studies Award* is a prestigious award designed to recognise outstanding contribution and commitment to increasing knowledge and understanding of the histories, cultures, and experiences of Aboriginal and/or Torres Strait Islander people by teachers of Stage 6 Aboriginal Studies.

The NSW Department of Education is offering an award of $1000 to the successful nominee, with $500 awarded to the successful teacher’s school.

The award will be presented at the NSW State Aboriginal Education Consultative Group Incorporated’s Annual General Meeting dinner to be held on **Friday 9 March, 2018.**

**Who can submit a nomination?**

Any individual, community organisation, professional body or similar group can nominate an individual for the Award. Teachers may nominate themselves for the Award.

**How do you complete a nomination?**

When filling out the nomination form, it is important to provide specific examples of how the nominee has demonstrated exemplary practices and commitment to teaching and supporting Stage 6 Aboriginal Studies in their school. You should consider how the nominee’s performance has exemplified all that could be expected of a person in his/her position.

**How are nominations assessed?**

The nominations will be assessed by a selection panel that will recommend a recipient to the Deputy Secretary, School Operations and Performance, Department of Education.

In considering nominations, the selection panel will seek to satisfy itself that the nominee has made an outstanding contribution and demonstrated exceptional commitment to teaching and supporting Stage 6 Aboriginal Studies in their school. This commitment and contribution will typically exemplify excellence when compared to others in this position.

The degree and value of the contribution and commitment, rather than the length of service is the primary focus of the selection panel’s consideration.

**Conditions**

Nominees must be Departmental employees and be able to satisfy the probity process **and** meet all service and standing requirements to be considered for the Award.

**Is it necessary to provide referees?**

Yes, you must provide the names and addresses of **two** referees. One referee **MUST** be an Aboriginal Education Consultative Group Inc. representative. Both referees are required to provide a written reference of no more than one page in support of the nomination. Referees may also be contacted by the selection panel to provide further information if required.

**What is the closing date?**

Nominations for the *Recognition of Excellence in the Teaching of Stage 6 Aboriginal Studies* close on **Friday 23 February 2018** and must be emailed to:

[AECCorrespondence@det.nsw.edu.au](mailto:AECCorrespondence@det.nsw.edu.au)

**Where can I obtain further information?**

Further information can be obtained by

contacting (02) 92445352

## A NOMINEE

Please provide details of the person being nominated for the *Recognition of Excellence in the Teaching of Stage 6 Aboriginal Studies 2018* (the nominee).

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| --- | --- | --- | --- | --- |
| **Title: (Mr, Mrs, Ms or other)** |  | **Family name:** | |  |
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| **Department serial number:** |  | **Given names:** | |  |
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| **Contact address:** |  |  | |  |
|  |  |  | |  |
| **Contact phone number:** |  | **Mobile phone number: (optional)** | |  |
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| **Workplace name:** |  | | | |
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| **Workplace address:** |  | | | |
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| **Occupation or position:** |  | | | |
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| **Position title:** |  | | | |

# B NOMINATOR

Please provide **your** contact details as nominator, if you are not self-nominating, to enable members of the selection panel to seek further information in support of the nominee, if required.

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| **Title: (Mr, Mrs, Ms or other)** |  | **Family name:** | | |  |
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| **Given names:** |  | | | | |
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| **Email address:** |  | | | | |
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| **Occupation or position:** |  | | | | |
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| **Position title:** |  | | | | |
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| **Workplace name:** |  | | | | |
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| **Workplace address:** |  | | | | |
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| **Workplace phone number:** |  | **Workplace mobile phone number:** | | |  |
|  |  |  |  | | |
| **Nominator’s signature:** |  | | | **Date:** |  |

# C THE NOMINATION

Please attach a statement of no more than 1000 words which describe and demonstrate the nominee’s exemplary practices and commitment to teaching and supporting Stage 6 Aboriginal Studies in their school.

You must include examples of how the nominee has demonstrated exceptional performance when compared with peers.

*Please consider the following questions in demonstrating the nominee’s exemplary practices and commitment to teaching Stage 6 Aboriginal Studies in their school*.

1. What evidence indicates the nominee’s knowledge and understanding of the Quality Teaching Framework and the Stage 6 Aboriginal Studies Syllabus?
2. What innovative and culturally appropriate approaches has the nominee undertaken to effectively deliver the Stage 6 Aboriginal Studies Syllabus?
3. How has the nominee demonstrated effective engagement and collaboration with Aboriginal community and/or the local Aboriginal Education Consultative Group in the delivery of the Stage 6 Aboriginal Studies Syllabus?
4. What effective strategies has the nominee used to accelerate academic outcomes for students and how has their work led to an increase in the number of students completing the Stage 6 Aboriginal Studies Course?
5. How has the nominee demonstrated their personal commitment to Stage 6 Aboriginal Studies?
6. Has the nominee’s commitment to Stage 6 Aboriginal Studies been recognised elsewhere for example in the media, by other awards, by interest groups by local councils or the local Aboriginal community?

# D THE CITATION

The citation is a very brief summary of the reasons you have nominated this person for the Award. The citation may be read out at a public award presentation.

Please attach a citation of no more than 100 words written in sentence form.

# E REFEREES

Please provide the names and contact details of two referees.

Both referees must provide a written reference of no more than one page in support of the nomination (see Section F, page 5).

If required, referees may also be contacted by the selection panel to provide further comments in support of the nominee.

**Referee one**

|  |  |  |  |
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| **Title: (Mr, Mrs, Ms or other)** |  | **Family name:** |  |
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| **Given names:** |  | | |
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| **Contact address:** |  |  |  |
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| **Contact phone number:** |  | **Mobile phone number: (optional)** |  |
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| **Email address:** |  | | |
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| **Occupation or position:** |  | | |
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| **Position title:** |  | | |
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**Referee two**

|  |  |  |  |
| --- | --- | --- | --- |
| **Title: (Mr, Mrs, Ms or other)** |  | **Family name:** |  |
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| **Given names:** |  | | |
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| **Contact address:** |  |  |  |
|  |  |  |  |
| **Contact phone number:** |  | **Mobile phone number: (optional)** |  |
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| **Email address:** |  | | |
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| **Occupation or position:** |  | | |
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| **Position title:** |  | | |
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# F REFERENCES

Both referees are required to submit a written reference of no more than one page in support of the nomination. The reference should focus on selection criteria outlined on page 3.

Referees must complete their reference using the pro forma below.

**Reference**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Referee’s name**: | |  | | | | | |
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| **Name of nominee:** | |  | | | | | |
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| **In what capacity are you commenting on the nominee?** | |  | | | | | |
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| **How long have you known the nominee?** | |  | | | | | |
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| **Referee’s Comments:** | |  | | | | | |
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| **Referee’s signature:** |  | | | | **Date:** |  | |
| **Principal’s signature:** |  | | | | **Date:** |  | |