****

**NOMINATION FORM**

**2019 TOURISM EMPLOYER**

**OF THE YEAR AWARD**

The *Saskatchewan Tourism Awards of Excellence* recognize and foster excellence in our province’s tourism industry. These industry awards honour people, places, businesses, organizations and events that go above and beyond to offer superior tourism experiences to visitors and residents.

**ELIGIBILITY CRITERIA**

Applications will be accepted from all individuals, organizations or businesses that support the Saskatchewan tourism industry.

Nominations are based on activities completed between January 1, 2019 and December 31, 2019.

Organizations or businesses may be self‐nominated or nominated by another party.

**NOMINATION PROCESS**

Nominations are due by Friday, January 24, 2020. Awards will be presented at the 31st annual *Saskatchewan Tourism Awards of Excellence Gala* in Regina on April 2, 2020.

Nominations must be completed on this form and submitted prior to the deadline.

Nominations must adhere to the general eligibility criteria and category‐specific criteria. Nominations must be original each year and in each category. Tourism Saskatchewan reserves the right to re-categorize or reject nominations that do not meet these rules or criteria, or the spirit of the awards program.

Nominees must be advised by the applicant that they are being nominated for a *Saskatchewan Tourism Award of Excellence.*

**EVALUATION**

Nominations will be reviewed and scored by an Award Selection Committee and will be kept completely confidential.

The Award Selection Committee is an external panel. Committee members who have a conflict of interest remove themselves from judging the category in question.

Each question on the nomination form is assigned a weight relative to the total score. The weighting of each question varies, depending on the number of questions and the nature of the questions in each category.

The Award Selection Committee will select a maximum of three finalists for each award (excluding the Tourism Builder Award). Finalists will be notified by mail approximately one month prior to the *Saskatchewan Tourism Awards of Excellence Gala*.

**2019 TOURISM EMPLOYER OF THE YEAR AWARD**

**Nominator’s Contact Information /**

Please tell us about yourself. Tourism Saskatchewan will not share this information with third parties but may use your contact information to obtain additional details or clarification prior to evaluation by the Award Selection Committee.

**NOMINATOR’S CONTACT INFORMATION:**

**Last Name:** Click here to enter text. **First Name:** Click here to enter text.

**E‐mail:** Click here to enter text. **Telephone:** Click here to enter text.

**Address:** Click here to enter text. **City:** Click here to enter text.

**Province:** Click here to enter text. **Postal Code:** Click here to enter text.

**ABOUT THE NOMINEE:**

Please complete as thoroughly as possible. Verify the spelling of all names.

**The Nominee is:** Choose an item.

**FOR INDIVIDUALS:**

**Last Name:** Click here to enter text. **First Name:** Click here to enter text.

**E‐mail:** Click here to enter text. **Telephone:** Click here to enter text.

**Address:** Click here to enter text. **City:** Click here to enter text.

**Province:** Click here to enter text. **Postal Code:** Click here to enter text.

**FOR BUSINESSES OR ORGANIZATIONS:**

**Name of Business or Organization:**  Click here to enter text.

**General e‐mail:**  Click here to enter text. **Website:** Click here to enter text.

**Address:** Click here to enter text. **City:** Click here to enter text.

**Province:** Click here to enter text. **Postal Code:** Click here to enter text.

**Main Contact Person:** Click here to enter text.

**Title/Role (e.g. Owner, President, Volunteer, etc.):** Click here to enter text.

**Contact** **E-mail:** Click here to enter text.

**Contact Telephone:** Click here to enter text.

**TOURISM EMPLOYER OF THE YEAR AWARD**

***Award Criteria: Presented to a business that clearly demonstrates a commitment to professionalism and attaining superior results in the tourism workforce, shown through professional recognition, training and excellence in human resource management.***

1. **Briefly describe the nominee and provide an overview as to why this nominee is deserving of the Tourism Employer of the Year Award, highlighting how the overall criteria of this award was met. (Required) (200 word limit)**

Click here to enter text.

1. **Demonstrate that the nominee creates a superior workplace environment that positively enhances the employee experience and drives business results. (25 points)**

**(200 word limit)**

*For this question, the nominator could describe: management’s vision or attitudinal approach towards its workforce; employee/customer satisfaction results as they relate to the workplace/workplace culture, based on employee/customer feedback, comment cards, surveys and testimonials or outside recognition.*

Click here to enter text.

1. **Demonstrate that the nominee is a leader in employee recruitment, performance management and career advancement. (20 points) (200 word limit)**

*For this question, the nominator could describe: the nominee’s recruitment strategy; hiring practices and workplace support for people from alternative labour pools (e.g. new Canadians, Aboriginals, people with disabilities); the nominee’s performance management strategy (e.g. goal-setting, employee reviews, career planning); the nominee’s employee retention rates/strategy and seasonal impacts, etc.*

Click here to enter text.

1. **Demonstrate that the nominee excels in skills training and workforce development.**

**(20 points) (200 word limit)**

*For this question, the nominator could describe: extraordinary (non-routine) opportunities provided for employee professional development, for example training, courses, seminars and conferences; the opportunities for achieving professional designation, certification, recognition or credentials; the level of uptake or participation in training programs and professional development opportunities, etc.*

Click here to enter text.

1. **Demonstrate that the nominee is a leader in employee compensation and benefits.**

**(20 points) (200 word limit)**

*For this question, the nominator could describe: the overall compensation package, such as salary, vacation and other employer-paid benefits offered to employees, and contextualize the compensation package amongst comparable organizations in the tourism industry or in the nominee’s region; unique or remarkable aspects of the compensation package; how the compensation package enhances the quality of life of employees and their families, etc.*

Click here to enter text.

1. **Demonstrate that the nominee enhances communities and promotes opportunities in the tourism industry. (15 points) (200 word limit)**

*For this question, the nominator could describe: the nominee’s charitable efforts; how the nominee contributes to tourism HR development in its area through its efforts on boards, councils or committees; how the nominee works with other organizations (such as colleges and universities or other local agencies) to promote and enhance tourism education, etc.*

Click here to enter text.

***\*PLEASE ATTACH AND SUBMIT NO MORE THAN THREE HIGH QUALITY IMAGES WITH YOUR AWARD NOMINATION. THESE PHOTOS WILL BE USED FOR PROMOTIONAL PURPOSES IF YOUR NOMINATION IS SELECTED AS A FINALIST. PLEASE INDICATE IF PHOTO CREDITS ARE REQUIRED.***