



TASMANIAN TRAINING AWARDS

2024 Trevor Leo Medal

Awarded for
outstanding leadership and contribution
to the Tasmanian VET Sector

Trevor Leo Medal

Eligibility and conditions of entry

Eligibility

The Trevor Leo Medal is awarded to an individual who has made an outstanding contribution to the vocational education and training and skills sectors in Tasmania and/or nationally over a sustained period (at least 15 years).

The Award is named in honour of Mr Trevor Leo who made an enormous contribution to Tasmania's and Australia's education and training sector for over 50 years. Trevor Leo was a recipient of the inaugural award in 2009. The Award recipient will receive a unique Medal designed exclusively for the Tasmanian Training Awards.

Nominees must be an Australian citizen or a permanent resident of Australia, and reside in Tasmania

This Award aims to recognise individuals who:

- have an established history of distinguished service to the vocational education and training (VET) and skills sectors (at least 15 years)
- have made a lasting contribution to VET and skills sectors practice
- can provide evidence of the provision of leadership and inspiration to others
- can provide examples that show positively influenced VET and skills development, on a state, national or international level.

Selection of the recipient is made on the basis of the candidate's significant, fundamental contributions to the VET and skills sectors, whether in research, leadership, mentorship or other; the lasting impact of these contributions to the sectors; and the demonstration of a long-term commitment to VET and skills development.

Note: The recipient of the 2024 Trevor Leo Medal may be eligible to be nominated for the 2025 Australian Training Awards' *Outstanding Achievement in the Vocational Education and Training (VET) and Skills Sector Award*.

Conditions of entry

To be considered for the Medal the following conditions of entry must be met:

- Individuals cannot self-nominate. However, once nominated the nominee may write the application.
- Nominees must be eligible for entry according to the eligibility criteria. Non-compliance with entry criteria will be sufficient reason for Skills Tasmania to reject the nomination.
- Nominees must be able to attend a gala presentation dinner in Launceston on Friday, 6 September 2024.
- Nominees and nominators must agree to abide by the decision of the Skills Tasmania judging panel. All matters relating to the awards shall be final and no appeals will be entered into.
- By entering the Awards, nominees, nominators and recipients agree that Skills Tasmania may use non-confidential details, profiles, and photographs for any publicity or promotional purpose pertaining to vocational education and training and workforce development including, but not limited to, the Tasmanian Training Awards.

Nomination Process

Preparing a nomination

To nominate an individual for this Award, the nominator will:

- check with the nominee to ensure they willingly accept the nomination and is available to attend the gala presentation dinner if they are the recipient of the Trevor Leo Medal
- complete the nomination form
- address the three selection criteria. The nominator or nominee may write the application
- add a statement supporting your nomination of the candidate.

The information provided in the nomination form and selection criteria will be used to inform further investigations of the candidate's suitability for the Award and to inform the judging panel's decision.

Lodging the nomination

- Submit the nomination by email to jacqui.maclaine@skills.tas.gov.au
- Nominations close at 11:59pm on Monday, 20 May 2024. No late applications will be accepted.
- We will send you written confirmation on receipt of the nomination.
- In lodging the nomination, you are confirming it complies with the eligibility criteria and that you agree to the conditions of entry.

Privacy notice

The information provided in this application will be used by Skills Tasmania for the purpose of administration, judging and general communication in regard to the Tasmanian Training Awards. Provision of this information is essential to determine eligibility and consideration for an award. The information will be stored securely.

Next steps

Nominations are assessed by a Skills Tasmania Panel and a shortlist of candidates is referred to the Minister for Skills, Training and Workforce Growth for his selection of the award winner. Nominees are notified if they have been selected as the recipient of the Medal. The recipient is invited to attend the Tasmanian Training Awards Presentation ceremony in Launceston on Friday, 6 September 2024.

For further information please visit www.skills.tas.gov.au/trainingawards or contact Jacqui Maclaine on 03 6165 6008 or jacqui.maclaine@skills.tas.gov.au

The Department of State Growth acknowledges the generous support of the following organisations



Nomination form, overview and selection criteria

Nomination form – 2024 Trevor Leo Medal

Nominee Information		
Name		
Position title (if applicable)		
Workplace		
Postal address		
		Postcode
Contact phone number/s		
Email address		
Nominator Information		
Name		
Position title (if applicable)		
Workplace		
Contact phone number/s		
Email address		

It is a condition of these awards that the nominee and nominator agree to comply with the conditions of entry mentioned in this booklet and agree to any decision made by Skills Tasmania in relation to this nomination and these awards. In signing this form you give permission for Skills Tasmania (Department of State Growth) to use non-confidential details from this nomination and relevant photographs and/or film for any publicity purpose pertaining to vocational education and training and workforce development.

Signature of nominator: _____

Overview and Selection Criteria

Section A: Overview

(limit 400 words)

*This information will **not** be considered or used for judging purposes, but it may be used as the nominee's summary throughout the Tasmanian Training Awards nomination process.*

Provide a short overview of the nominee, their achievements and the reason for their nomination. Note, once nominated, the nominee may write the application.

Section B: Nominees will be assessed against the following selection criteria

(limit 800 words per criterion)

Criterion 1: History of Service

Criterion 2: Significant contributions to and positive influence on the VET and Skills sectors

Criterion 3: Leadership

This information will be considered and used for assessment purposes. Please be aware that your responses to the selection criteria will be strengthened by the inclusion of measurable results and appropriate indicators (including achievement data and other types of external validation).

Up to three (3) single A4 pages of relevant evidence may be provided for each criterion as an attachment. These attachments may be used to highlight a point made in your response and should be clearly referenced within the criterion response.

Note: considerations are not additional selection criteria, but are provided to clarify what may be relevant to include when writing a response for each criterion.

Criterion 1: History of Service

(limit 800 words)

Consider the nominee's history of service to the VET and skills sector—in particular, positions of leadership the nominee has held such as on boards or as chairs of committees. Any other known history in the sector, such as participation on committees and working groups, and any examples of the nominee representing the VET and skills sector officially as a liaison to other organisations or at state, national or international meetings. Additionally, consideration is given to an individual's broader contributions to the VET and skills sector.

Criterion 2: Significant contributions to and positive influence on the VET and skills sector

(limit 800 words)

Consider the nominee's significant contribution(s) to the advancement of VET practice and skill development, including teaching or training positions or programs, awards or recognition from professional or industry groups and institutions, and/or innovative approaches to difficulties. How will the nominee's story inspire others to higher standards in their work or to raise the communities' perception of the VET and skills sector?

Criterion 3: Leadership

(limit 800 words)

The nominee's leadership in the field of VET and skills including, but not limited to, positively influencing policy or practice on a state, national or international level. This may include Government committees and workgroups, advocacy, senior positions, other training, mentoring or committee participation. How have they 'made a difference' in some way?



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