

# CIHT Yorkshire and the Humber Award for Apprentice of the Year 2021

This award recognises an apprentice or technician who is an achiever in our industry. The judges are looking for the person that has best demonstrated a positive impact in the field of highways or transportation in the Yorkshire and the Humber region and who is making an exceptional contribution to their workplace. The aim of the Award is to celebrate individual excellence in transportation planning and/or civil engineering within the highways or transportation sector.

## Criteria for the award

The criteria for the Award are:

- **Commitment:** applicants need to demonstrate their commitment to personal development and progression and to the industry;
- **Contribution:** applicants need to show they have made an outstanding contribution to their workplace – in particular, areas or projects where they have exceeded expectations and made a positive impact on their business or a project. For example on sustainability, inclusivity, equality, innovation, safety and diversity.
- **Success:** applicants need to demonstrate inspirational levels of achievement and attainment, and that they have made an impact on their organisation or their role in any project and making reference to any attributes you display that point to future leadership and success.

## Eligibility

Individual applications as well as nominations from organisations are welcome. Recognising the importance of the relationship between employer and trainee, individual applications will be expected to be endorsed by their respective organisations.

The term “apprentice” for this award could mean “trainee technician” or other job title. The job title is not relevant, but the nominee or applicant must:

- Be in full time employment in the highways or transportation sector within the Yorkshire and the Humber Region;
- Be working on day or block release, or have completed it within the last 12 months;
- Be working towards professional registration;

- Have less than 5 years' experience in the highways or transportation sector.

## Judging

An independent panel of judges will seek evidence of excellence in the criteria and determine which nomination to support for the Apprentice of the Year Award.

Entries failing to meet the specified criteria or which are not submitted in the requested format will not be considered.

## Entries & Submissions

The entry should take the form of a maximum 1,000 word submission giving details of how the nominee or applicant has met the above criteria. This document should include a photograph of the applicant and of their submission. This information may be used as a part of the presentation.

As the ceremony is virtual this year, the judging panel would appreciate a 2 minute long video presentation from the applicant introducing themselves and their submission. This video may be used during the virtual ceremony.

The submission should be made electronically by Friday 27th August 2021 and the winner will be determined at a meeting of the Yorkshire & The Humber Region Awards Sub-Committee.

Please email your submissions to [yhwards@ciht.org.uk](mailto:yhwards@ciht.org.uk) and [yorkshireandthehumber@ciht.org.uk](mailto:yorkshireandthehumber@ciht.org.uk)

## Award

The winner will be announced during a virtual awards ceremony which will be held on **September 24<sup>th</sup> 2021**.

Due to the Covid19 situation, an in-person awards ceremony will not be held this year. The virtual ceremony will be published on the CIHT website. It is expected that the applicants will be present during this virtual ceremony with voice and video capability.

The winning entry announced will be awarded a certificate, a trophy and a cheque for £150. The winner of the Award will have details published in a subsequent issue of Transportation Professional.

# Submission Information

## Deadline for entry: Friday 27<sup>th</sup> August 2021

To submit an entry for the awards, email the attached entry form and a maximum 1,000 word submission to:  
[yhwards@ciht.org.uk](mailto:yhwards@ciht.org.uk) and [yorkshireandthehumber@ciht.org.uk](mailto:yorkshireandthehumber@ciht.org.uk)

Please type **Apprentice of the Year 2021** in the Subject field.

### Submission of entries

1. Entry is free.
2. Submissions must include a completed entry form. If you are entering more than one award, please complete a separate entry form for each award.
3. Submissions must clearly explain how the entry meets the criteria specified. Entries are limited to 1,000 words only. Submissions will be accepted over this length but will be judged on first 1,000 words. The entry document should be in Microsoft Word or PDF format, submitted with the official entry form by e-mail.
4. A 2 minute video of the applicant presenting themselves and their submission is requested, but is not mandatory. If the applicant is shortlisted, it is requested that this be provided to assist with the ceremony at a later date.
5. Entries must include a single paragraph summary outline and photograph of the project which may be included in a tabletop booklet or Powerpoint presentation on the night of the awards.
6. All entries are to be submitted electronically.
7. Entries may be accompanied by supporting material (eg. illustrations, plans or results of monitoring studies) in electronic format, but these will be viewed at the judge's discretion.
8. Entries made by individuals must be endorsed as being supported by their employer (see Entry Form).

### Submission Material

9. All material submitted will be treated as available for publication in awards-related articles within Transportation Professional and promotional materials developed for the Awards, unless otherwise copyright protected.
10. We regret that we cannot return any materials submitted.

## Entry form

# Apprentice of the Year Award

The CIHT Awards aim to celebrate and reward the good work currently taking place in the highways and transportation sector in the Region, and to promote this professionalism and best practice to a wider industry audience.

## Apprentice of the Year Entry

<b>Name of Apprentice</b>			
Position Held			
Employer's Name			
Type of Organisation (Contractor, Consultant, Local Government, etc)			
Office Address (including Post Code)			
Telephone Number			
Email Address			
Signed			Date
<b>Entry Supported By</b> (for entries by individuals only)			
Position Held			
Telephone Number			
Email Address			
Signed			Date

<b>Apprentice Nominated By</b> (if applicable)			
Position Held			
Telephone Number			
Email Address			
Signed			Date

<b>Main Contact Name</b> (in case of questions/queries about the entry)			
Email Address			
Telephone Number			

Provide a brief and compelling summary of what makes the Apprentice named above deserving of an award. (Please note this description may be used in a Tabletop Booklet or Powerpoint Presentation at the Annual Awards Dinner. **Limit: 200 Words**

### Conditions of Entry

The decision of the judges appointed by the Region will be final. No correspondence will be entered into with entrants concerning the decision of the judges on any matter associated with the CIHT Yorkshire & the Humber Awards 2021.

The Region sub-committee reserves the right to refuse or disqualify any entry for any reason it considers valid, and will not enter into any discussion or correspondence concerning the decision. All material submitted will be treated as available for publication in awards-related articles within Transportation Professional magazine and promotional materials developed for the awards, unless otherwise copyright protected.

Regretfully, we cannot return any materials submitted.

### Data Protection Notice

The personal information you have provided by completing this entry form will be used and maintained by CIHT to process your entry and market any future related activities. We will keep the information you have supplied confidential and will not disclose it to any third parties.

All entries and enquiries to: [yhawards@ciht.org.uk](mailto:yhawards@ciht.org.uk) and [yorkshireandthehumber@ciht.org.uk](mailto:yorkshireandthehumber@ciht.org.uk)