



NOMINATION PACKAGE
2023 BUSINESS AWARDS

2023 St. John's Board of Trade Business Awards Nomination Package

Introduction

Thank you for your interest in the 2023 Business Awards! We welcome our members to nominate themselves, or another deserving business, for one or more awards. This document should have everything you need to learn about the process of submitting a nomination for the awards – to be presented at our Business Awards Gala on November 23, 2023!

Timeline

July 26, 2023	Nominations open
September 19, 2023	Nominations close
November 23, 2023	Business Awards Gala

Judging Process

The 2023 Judging Committee will be carefully selected for their integrity, experience, passion, and demonstrated commitment to a thriving business community.

The committee will be selected by the CEO and Chair of the St. John's Board of Trade, whose focus will be to deliver balanced judging from industry leaders who will bring their knowledge, enthusiasm, and empathy to the judging process to ensure the winning entries are truly outstanding.

Judges are expected to:

1. Remain objective when scoring nominees, not allowing personal or business relationships to colour their judgement;
2. Alert the Judging Committee Chair of any conflicts of interest immediately when/if they arise;
3. Keep the utmost of confidentiality in the contents of submissions, not sharing any information outside the 2023 Judging Committee group;

4. Protect the data provided to them by the St. John's Board of Trade to judge the 2023 awards from disclosure, leak, or breach; and;
5. Apply their knowledge, experience, and empathy to rank and score nominees in each category.

The 2023 Judging Committee will be announced once selected.

Contact

Have questions? Don't be stuck! Please contact us to help you navigate the process.

Shanelle Clowe
Manager of Communications
St. John's Board of Trade
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2023 Award Categories

Opportunity Seeker Award

Is your business an innovator? Strategic thinker? See's opportunity where others see obstacles? Is creativity and ingenuity at the heart of what you do? Maybe you deployed new ways to communicate and connect with your customers, or you were able to build new relationships with market segments that you didn't connect with before. Perhaps you established or enhanced a stellar communications, sales, and/or marketing strategy or invested on an idea that is now starting to show profit.

If this sounds like your business, we want to hear your story! Please tell us how you believe your out-of-the-box thinking sets your business apart from others when seeking opportunities.

Boundary Pusher Award

This award celebrates those businesses that think differently. A "boundary pusher" means you're the type of business who isn't afraid to take a risk or two to stay competitive. You're the bold business that everyone is paying attention to and trying to figure out that secret sauce – a dash of courage, leadership, and some uncertainty (just the way you like it!).

If you tend to operate your business differently, we want to hear from you. Whether you pivoted to focus your business in a different direction, or if you expanded, altered or changed your offering, including your products and/or services, please tell us how you applied a new or unexpected way of thinking to the way you do things and inspire others (staff, colleagues, partners, etc.) to do the same.

Service Star Award

This award celebrates a service-based business who is best in class when it comes to building new connections and enhancing existing relationships with customers this past year (September 2022 to September 2023). Tailoring your business to see customer service as the cornerstone of performance is how you've differentiated yourself and created a strong brand image that keeps that customer coming back for more. You've found ways to launch new service offering(s), developed a new or innovative way to reach customers and you take pride in how you positively and effectively approach challenges your customers

face, instilling that service standard pride in others. Whatever the specific circumstance, if you switched things up to better serve your customers, this is the award for you.

Community Champion Award

Two awards will be given in this category: One award for businesses with 20+ employees and one award for businesses with less than 20 employees.

Giving back to your community is part of your business' DNA. If you found a great way to support your community, this is the award for you.

You're the business that cares. From pitching in to help neighbours to supporting philanthropic and/or social causes that caused you to launch new business initiatives, the Community Champion of 2023 celebrates a business that has made outstanding contributions to the community through donations, time, effort and/or other means.

Business Builder Award

This award is about reaching new heights! Did your business experience an increase in demand for your product(s) and service(s)? Did you see a significant growth in sales, market share, or team this past year (September 2022 to September 2023)? The Business Builder of 2023 will be a business that made outstanding leaps in success and growth to their bottom line and as a result, built a stronger presence in the market.

Culture Creator Award

This award recognizes the role that people play in your business, and those businesses who create a space where everyone gets to be themselves, where hard work and commitment are recognized, and where corporate culture is central to the overall vision.

If you have taken steps to create an equitable, diverse, and inclusive workplace, have a corporate culture initiative that is second-to-none, or can show that who you are and how you manage has helped you achieve your vision, this award is for you.

In short, the Culture Creator of 2023 will be a business that shows exemplary performance in living their values. They will have a corporate culture that is welcoming, diverse, inclusive, inspiring, positive, and healthy, because investment into your people is worth celebrating!

Leading the Way: Diversity, Equity, Inclusion & Belonging Award

NEW THIS YEAR!

This award celebrates businesses who fully believe that Diversity, Equity Inclusion & Belonging (DEIB) is not just a box to tick, but an element that brings tremendous positive impact to the landscape of their business, their employees, community, and the world. It's for the business that isn't afraid to embrace change, have candid conversations around the importance of improving DEIB and who are firmly committed to standing in solidarity with those who are underrepresented.

Demonstrating a commitment to DEIB in the workplace (from September 2022-September 2023), the business who receives this award will be recognized as one who has made significant efforts throughout the year to create a more inclusive and welcoming environment for people from all backgrounds. This award is open to businesses that solely focus on promoting DEIB within the community, as well as businesses that are making strides to promote and create policies to increase DEIB within their community and workspace.

Nomination Process

Rules:

- Businesses can complete one application package for each award they are applying for (or nominating another business for). ***Businesses can apply for a maximum of two awards per year.***
- Businesses must submit all materials for their nomination in the same entry form and at the same time to be entered into the judging process. Applications or additional materials submitted by email or not on the provided entry template will not be considered.
- Nominations received after the deadline will not be considered. *Applications are due no later than September 19, 2023 at 5:00pm (NDT).*

- All nominees must be members in good standing of the St. John's Board of Trade. "In good standing" means that your membership and all other billings are up-to-date and paid in full at the time of submission of your nomination and the awards show. If you have questions about your membership/billing status, please email **Jennifer Chaytor, Manager of Finance, jchaytor@bot.nf.ca**

How To:

1. Review the awards categories and select the one (or two) you'd like to apply for. You can nominate your own business or another business. If you are applying to more than one award, please submit a new form for each of the applications.
2. Complete the appropriate nomination form(s) for the award(s) you wish to enter. These can be downloaded individually in Word format for easy completion. You must use the nomination form provided and follow all instructions to complete in full. Any incomplete applications won't be considered.
 - ***Before uploading your nomination form to our online application entry system, please save your nomination form in the following format**:*
 - **SJBOT 2023_AWARD NAME_BUSINESS NAME**
3. Upload your nomination form through our online application entry system and fill out your details for the award(s) you are applying on:
 - <https://members.stjohnsbot.ca/form/view/30269>