

2021 President's Award for Excellence in Societal Engagement Individual Award Guidelines

The Inspirational Partner Award for Societal Engagement

This Award is for individuals or teams outside Imperial who have made outstanding contributions that inspire and support us in the achievement of **one or more** of our societal engagement aims:

- a) Improved the learning opportunities of less-advantaged young people, as part of our widening participation and schools engagement aims.
- b) Engaged the public with research, through a process of two-way engagement.
- c) Worked in close partnership with local community and/or patient groups in response to a social and/or research challenge.

This could include:

- Delivering exceptional engagement related to our education and research
- Being a role model or inspiration for our own approaches to engagement
- Implementing exceptional engagement with audiences we are seeking to engage
- Sharing advice and best practice with us and other external partners

Inspirational partners might include patients, residents, community members and partner organisations in the public, private and third sector.

All nominations should be underpinned by an aspiration to better connect the work of Imperial and our research with society.

There is one award available for this category, and the winning nomination will receive a prize of £250.

Eligibility

- This Award is open to any external individual, team or organisation
- Nominations can be made by any Imperial staff member
- This Award is open to individual nominations and team nominations
- The nominee is acting as the representative for the external partner throughout the process (see below for further information)

Entering the nomination (please additionally refer to the user guide document for the online awards system)

Important: The selection panel will **ONLY** draw on the evidence presented in the nomination form when making their decision, so please ensure a good case is presented for submission.

- The online awards system will only accept Imperial College email addresses for nominees. Therefore, the nominating staff member should select the 'self-nomination' option and use their own email address to act as the representative for the external partner. This is a requirement for both individual nominations and team nominations for this award category.
- It is strongly recommended that you notify the nominee(s) of the intention to propose them for this Award.
- All nominations must be seconded before the deadline. Please refer to the online awards system user guide for more information.
- Evidence should be provided for each of the award criteria. This should be written for a non-expert audience and specific examples given where appropriate.
- There is a 300 word limit for each free text section.
- **There is a limit of two supporting documents allowed per nomination**, and each supporting document should be no more than two pages. Supporting documents can be attached at the end of the nomination form in the online awards system.

Questions to complete

1. Is this an individual nomination or a team nomination? If this is a team nomination, please include names of each team member.
2. Please describe your relationship to the nominee(s) and how you became aware of their contributions to societal engagement.
3. Please describe the societal engagement initiative, illustrating which of the goals below it achieved and the nature of the partnership with Imperial College.
 - a) Improved the learning opportunities of less-advantaged young people, as part of our widening participation and schools engagement aims.
 - b) Engaged the public with research, through a process of two-way engagement
 - c) Worked in close partnership with local community and/or patient groups in response to a social and/or research challenge.

If this is a team nomination, please be sure to describe the role of all team members.

4. Please describe the role that the individual(s) or organisation played to help us achieve our societal engagement goals. Where possible provide information on the benefits that the partner brought to Imperial College London (staff, students, research) and/or the schools, public, local communities or patients that were involved, and how these benefits were evaluated.

Selection criteria (for information only)

Please see below illustrative examples of the type of criteria that the selection panel will use to assess nominations:

Quality of engagement

Score of 1 The engagement described is of a low quality i.e. didactic.

Score of 10 = The quality of engagement described was high. For example, the activity had a clear purpose, it enabled two way engagement, it targeted new audiences for Imperial, the engagement influenced research in some way, the engagement is sustainable, the engagement has a legacy.

Level of involvement of the nominee(s)/partner

Score of 1 = The nomination does not clearly describe the purpose of the partnership and the aims it was intended to achieve. The nominee added very little value to the initiative.

Score of 10 = The aim of the partnership is clearly described and the involvement of the partner/nominee made the activity possible.

Benefits achieved

Score of 1 = There is very little description about the purpose of the relationship with the partner and the benefits achieved for audiences, the nominee and the goals of Imperial College. No evidence/evaluation has been presented as to how they know these benefits were realised.

Score of 10 = A clear and realistic description of benefits achieved for audiences, the nominee and the Imperial College, as a result of the role that the partner played, was presented. There was evidence/evaluation provided to back this up.