



THE UNIVERSITY OF  
MELBOURNE

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Faculty of Medicine, Dentistry and Health Sciences

# Staff Excellence Awards

Guidelines 2022

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## Overview

The Faculty of MDHS Staff Excellence Awards recognise and reward our staff for their team-based and individual achievements and contributions to the Faculty and the communities we serve. Our strategic vision is focused on the value of working in collaboration, the importance of building a culture of innovation and the necessity of nurturing our people and their ideas. These awards, aligned to our core Faculty values (collaboration and teamwork, compassion, respect, integrity and accountability), recognise and reward these ways of working.

The MDHS Staff Excellence Awards provide a 'scaffolding' for teams and staff to build competitive cases for wider University and external recognition and reward. Many of the awards are intentionally aligned to the University's Staff Excellence Awards to provide this scaffolding.

Faculty of MDHS academic and professional teams and staff, including professional staff employed in University shared services providing services to the Faculty, are encouraged to submit nominations for themselves, colleagues or teams, and join in celebrating award recipients as we collectively foster our Faculty's culture of recognition and reward.

Faculty of MDHS graduate research students are encouraged to submit nominations for the MDHS Award for Outstanding Graduate Research Supervision.

# How to nominate

## Key dates

Date	
Monday 1 August 2022	Nominations open at 9.00am
Monday 3 October 2022	Nominations close at 5.00pm
Tuesday 29 November 2022	Staff Awards Ceremony at 4pm to 6pm

## How to nominate

#	Step	Instructions	Word / page limits
<b>1</b>	<b>Explore the awards</b>		
1a	Read these award guidelines	Read these Faculty of MDHS Staff Excellence Awards Guidelines, including key dates, instructions on how to nominate yourself, a colleague or a team, and eligibility and selection criteria for the award/s for which you are intending to submit a nomination	
1b	View previous award recipients	View recipients of the <u>previous 2021, 2020 and 2019 rounds of the awards</u> , as well as recipients of aligned <u>University Staff Excellence Awards</u> , for examples of successful nominees	
1c	Discuss the potential	Discuss the potential of your nomination for award with your supervisor, mentors and trusted colleagues	
<b>2</b>	<b>Prepare your nomination</b>		
2a	Commence your online nomination form	Nomination forms are on the <u>MDHS smartygrants page</u> or follow the links on our website to the relevant online nomination form	
2b	Draft your written nomination	Include a summary paragraph describing the work for which you are seeking an award	Maximum 200 words
		Include your responses to the selection criteria, as outlined under each award	Maximum 2000 words
2c	Commission and attach two referee statements	Include one statement from a referee who may be internal or external to the Faculty and who should be able to comment specifically on the work for which you are seeking an award	Maximum 1 A4 page
		Include one statement from the nominee's Head of Department, Centre or Institute Director; or, for nominees in single-Department Schools, Head of School; or, for nominees in the Faculty directorate or University shared services, portfolio Director or Chief Operating Officer	Maximum 1 A4 page
2d	Prepare and attach a curriculum vitae	Include an up-to-date, abbreviated curriculum vitae for the nominee	Maximum 3 A4 pages
		Include, where you are nominating for a teaching award and the described activities include University subjects, a summary of results from the University's Subject Experience Survey and/or Quality of Teaching surveys in all relevant subjects for each of the last two years	Small teams may allow 1 additional page per extra team member (i.e. a team of 3 may have 5 A4 pages [3 + 2])  Large teams should submit an enquiry to <a href="mailto:mdhs-staff-awards@unimelb.edu.au">mdhs-staff-awards@unimelb.edu.au</a>

for advice on presenting the team's profile

2e	Attach a photograph	<p>Upload a recent, <i>high-resolution</i> photograph of yourself or, for team-based nominations, your team</p> <p>Nominations for colleagues without their knowledge do not require a photograph</p> <p>In supplying the photograph, you agree to give the Faculty the right to use the photograph for the purpose of the award ceremony and for marketing and communications relating to the Faculty Staff Excellence Awards scheme, including, but not limited to, publication on the Faculty's internet and intranet pages and inclusion in internal and external newsletters and email communications</p>	High-resolution photographs are required
2f	Attach optional supporting material	<p>Clarify the reason for including supporting material in the body of your written nomination</p> <p>In the case that your supporting material is a website (URL), media file or similar, you should attach these in an accessible format (e.g. .MP3; .MOV) or provide a link or appropriate information to access the material</p>	Maximum 5 A4 pages (or equivalent for websites, audio visual material)
2g	Draft optional statement of performance relative to opportunity	<p>If you request your nomination be considered relative to opportunity, then you should include a statement outlining the effects of personal circumstances, career interruptions and authorised leave of absences on the quantity, range, rate or consistency of the nominee's contributions and achievements over time</p>	Maximum 200 words
<b>3 Submit your nomination</b>			
3a	Complete and submit your nomination online	<p>Submit your completed nomination online by 5.00pm on Monday 3 October 2022</p> <p>All nominations are confidential</p>	The online nomination form strictly enforces word limits, and page limits must be adhered to—additional pages will not be considered by the selection committee

## Eligibility and selection

Eligibility and selection criteria are detailed under each award. Nominees must meet all eligibility criteria and nominations must address all selection criteria for the award for which you are nominating. The table below illustrates the awards open to academic, professional, team and individual nominations.

		Academic	Professional	Team	Individual
<b>Strategic Excellence Awards</b>					
1.	MDHS Award for Excellence in Indigenous Health Education	✓	✓	✓	✓
2.	MDHS Award for Excellence in Indigenous Health Research	✓	✓	✓	✓
3.	MDHS Award for Excellence in Indigenous Health Engagement	✓	✓	✓	✓
4.	MDHS Award for Excellence in Diversity and Inclusion	✓	✓	✓	✓
5.	MDHS Award for Excellence in Mentoring	✓	✓	X	✓
6.	MDHS Award for Leadership Excellence	✓	✓	X	✓
7.	MDHS Award for Excellence in Staff Supervision	✓	✓	X	✓
8.	MDHS Award for Excellence in Internationalisation	✓	✓	✓	✓
<b>Learning and Teaching Awards</b>					
9.	MDHS Award for Learning and Teaching Achievement	✓	X	✓	✓
10.	MDHS Award for Sustained Excellence in Learning and Teaching	✓	X	✓	✓
11.	MDHS Award for Program Innovation	✓	✓	✓	X
<b>Research and Research Training Awards</b>					
12.	MDHS Award for Outstanding Graduate Researcher Supervision	✓	X	X	✓
13.	MDHS Award for Excellence in Team-Based Research Programs	✓	✓	✓	X
14.	MDHS Award for Excellence in Industry-Engaged Research	✓	X	✓	✓
15.	MDHS Award for Excellence in Research by an Early-Career Researcher	✓	X	X	✓
<b>Engagement Awards</b>					
16.	MDHS Award for Excellence in Engagement—Partnerships Award	✓	✓	✓	✓
17.	MDHS Award for Excellence in Engagement—Public Value Award	✓	✓	✓	✓
<b>Professional Excellence Awards</b>					
18.	MDHS Award for Professional Excellence and Innovation	X	✓	✓	✓
19.	MDHS Award for Outstanding Student Services	X	✓	✓	✓

Nominations will be assessed by diverse and inclusive selection committees appointed by the People and Culture, Learning and Teaching, Research, and Engagement Sub-Committees of the Faculty Executive Committee (FEC).

Selection committees will assess and rank nominations against the selection criteria, where relevant taking into consideration performance relative to opportunity, and recommend award recipients to the Deputy Dean for approval and to the Chief Operating Officer for approval (for the Professional Excellence Awards).

## **Awards ceremony**

All staff are invited to attend an awards ceremony with the Dean and Faculty leadership, where award recipients will be announced.

The ceremony will be held on:

- Tuesday 29 November 2022
- 4pm to 6pm
- Venue to be advised

## **Funding**

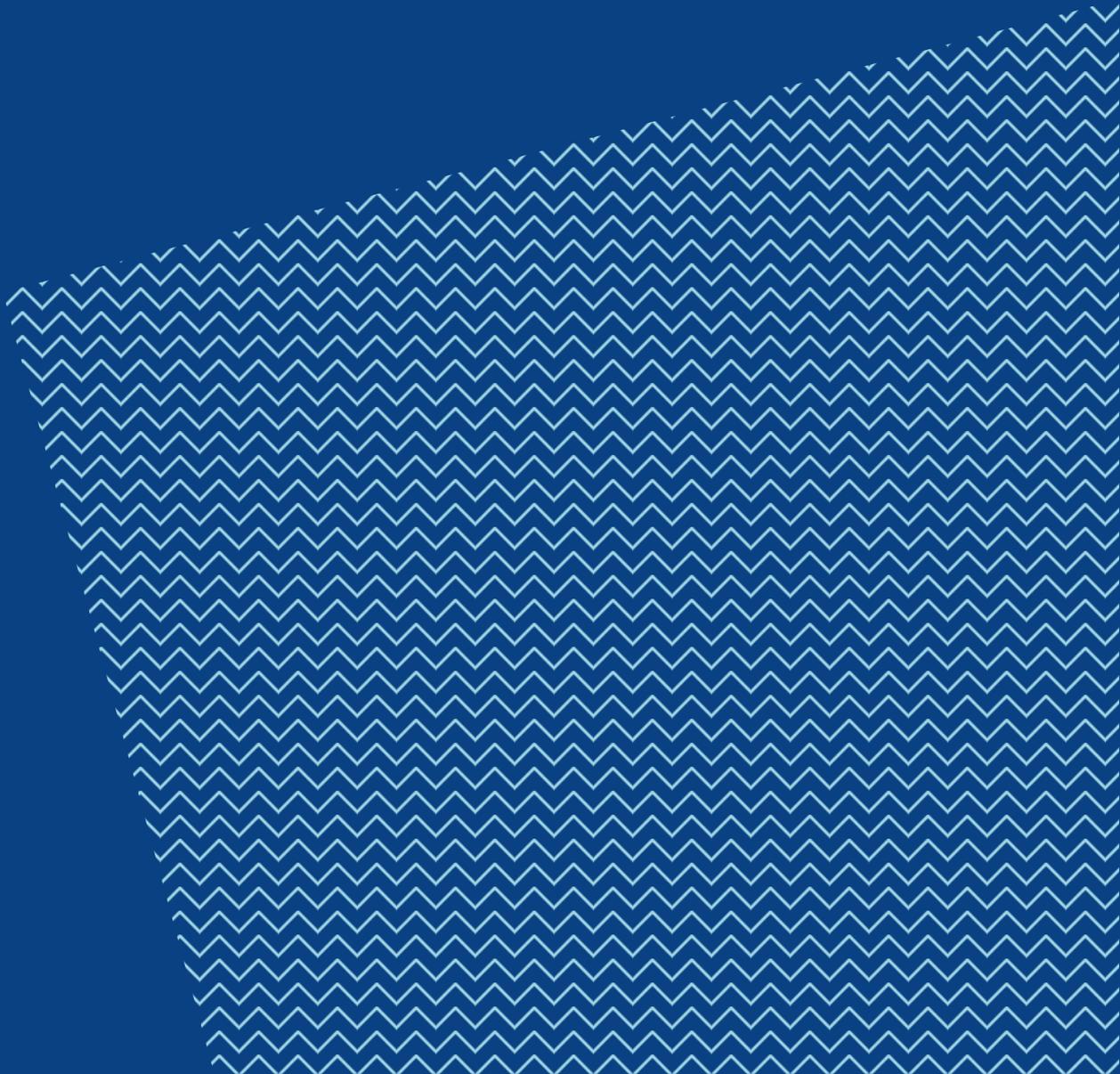
Award recipients, whether individuals or teams, will be awarded \$5000. Award funding is to support a project or activity related to the recipient's career development or work which benefits recipients and our Faculty. Award money cannot be used to purchase equipment for personal use, for celebratory functions or for tuition fees.

## **Contact**

Enquiries and questions can be directed to [mdhs-staffawards@unimelb.edu.au](mailto:mdhs-staffawards@unimelb.edu.au)

# Strategic Excellence Awards

Recognising outstanding contributions and achievements in our strategic priority areas



# 1. MDHS Award for Excellence in Indigenous Health Education

This award recognises excellence (subject to opportunity) and innovation in the development of curriculum and higher education programs where the subject matter relates to Indigenous Australians. For the purposes of this award, Indigenous higher education is a broad concept that embraces curricula and programs for Indigenous students and curricula and programs for non-Indigenous students, where the subject matter relates to Indigenous Australians. Activities described may include those within our Faculty or a particular course, and or across the University, and or reaching beyond the University in terms of community engagement.

## 1.1. Eligibility criteria

This award is open to Indigenous and non-Indigenous continuing, fixed-term and sessional academic and professional staff (both teams and individuals) in the Faculty, including professional staff employed in University shared services providing services to the Faculty. Individuals and teams may apply for multiple Awards for Excellence in Indigenous Health Education, Research and Engagement, but each application should stand alone for that category.

## 1.2. Selection criteria

Nominations should address all criteria that are relevant to your achievements:

- **Approaches to learning and teaching that influence, motivate and inspire students to learn.** This may include: fostering student development by stimulating curiosity and independence in learning; contributing to the development of students' critical thinking skills, analytical skills and scholarly values; encouraging student engagement through the enthusiasm shown for learning and teaching; inspiring and motivating students through high-level communication, presentation and interpersonal skills; effective approaches to guidance during the planning of research projects; structures established for ongoing interaction with students.
- **Development of curricula and resources that reflect a command of the field.** This may include: developing and presenting coherent and imaginative resources for student learning; implementing research-led approaches to learning and teaching; demonstrating up-to-date knowledge of the field of study in the design of the curriculum and the creation of resources for learning; communicating clear objectives and expectations for student learning.
- **Approaches to assessment and feedback that foster independent learning.** This may include: integrating assessment strategies with the specific aims and objectives for student learning; providing timely, worthwhile feedback to students on their learning; using a variety of assessment and feedback strategies; implementing both formative and summative assessment; adapting assessment methods to different contexts and diverse student needs.
- **Respect and support for the development of students as individuals.** This may include: participating in the effective and empathetic guidance and advising of students; assisting students from equity and other demographic subgroups to participate and achieve success in their courses; influencing the overall academic, social and cultural experience of higher education.
- **Scholarly activities that have influenced and enhanced learning and teaching.** This may include: showing advanced skills in evaluation and reflective practice; participating in and contributing to professional activities related to learning and teaching; coordination, management and leadership of courses and student learning; conducting and publishing research related to teaching; demonstrating leadership through activities that have broad influence on the profession.
- **Effective demonstration and promotion of [our Faculty's values](#),** including collaboration and teamwork, compassion, respect, integrity and accountability, as well as our [Faculty's expectations for appropriate behaviour](#), including upholding the Faculty's commitment to a safe, diverse and inclusive workplace. [Mandatory Criteria].

### **1.3. Award amount, purpose and restrictions**

Award recipients, whether teams or individuals, are awarded \$5000 in funding to support a project or activity related to their career development or work of benefit to our Faculty and the recipients. Award money cannot be used to purchase equipment for personal use, for celebratory functions or for tuition fees.

## 2. MDHS Award for Excellence in Indigenous Health Research

This award recognises excellence (subject to opportunity) and innovation in research and/or research-based programs designed to improve the health and wellbeing of Indigenous Australians.

### 2.1. Eligibility criteria

This award is open to Indigenous and non-Indigenous continuing, fixed-term and sessional academic and professional staff (both teams and individuals) in the Faculty, including professional staff employed in University shared services providing services to the Faculty. Individuals and teams may apply for multiple Awards for Excellence in Indigenous Health Education, Research and Engagement, but each application should stand alone for that category.

### 2.2. Selection criteria

Nominations may address all criteria, however base the major focus of the application on a minimum of two areas most relevant to your achievements:

- Supervision to completion and award of one or more graduate research students completing a thesis focused on Indigenous health improvement with an outline of the research program and the potential impact on Indigenous health services or policies.
- Evidence of a series of publications on an area of Indigenous Health focus, demonstrating impact (either through policy influence, journal impact or other).
- Success in Category 1 grant research application in Indigenous health, with demonstrable impact in one element of the research program.
- Production of new or updated clinical guidelines relevant for Indigenous health that help direct improved evidence-based care for Indigenous Australians.
- Convening a key national or international Indigenous health related research meeting or conference with evidence of attendance and presentation of key papers by leading researchers in fields relevant to Indigenous health.

### 2.3. Award amount, purpose and restrictions

Award recipients, whether teams or individuals, are awarded \$5000 in funding to support a project or activity related to their career development or work of benefit to our Faculty and the recipients. Award money cannot be used to purchase equipment for personal use, for celebratory functions or for tuition fees.

### **3. MDHS Award for Excellence in Indigenous Health Engagement**

This award recognises academic engagement with Indigenous communities and/or engagement with any sector in a way that improves the health and welfare of Indigenous communities (for example, by influencing policy).

#### **3.1. Eligibility criteria**

This award is open to Indigenous and non-Indigenous continuing, fixed-term and sessional academic and professional staff (both teams and individuals) in the Faculty, including professional staff employed in University shared services providing services to the Faculty. Individuals and teams may apply for multiple Awards for Excellence in Indigenous Health Education, Research and Engagement, but each application should stand alone for that category.

#### **3.2. Selection criteria**

Nominations must address either or both criteria:

- Ongoing high quality and respectful engagement with and commitment to Indigenous communities to embed Indigenous cultures and knowledges in research or education programs in Indigenous health and wellbeing.
- Collaboration with Indigenous and non-Indigenous research partners, government departments, health organisations and foundations to inform policy development, the translation of research into practice and improved health and wellbeing outcomes for Indigenous Australians or in the training of future Indigenous health workforce through education programs.

#### **3.3. Award amount, purpose and restrictions**

Award recipients, whether teams or individuals, are awarded \$5000 in funding to support a project or activity related to their career development or work of benefit to our Faculty and the recipients. Award money cannot be used to purchase equipment for personal use, for celebratory functions or for tuition fees.

## 4. MDHS Award for Excellence in Diversity and Inclusion

This award recognises a program or initiative that has made an outstanding contribution towards achieving our Faculty priority focused areas of equity, diversity, inclusion and reconciliation in line with our Advancing Health 2030 Strategy.

Nominations must clearly demonstrate distinctiveness, coherence and clarity of purpose, breadth of impact and the positive contribution made by the programs and initiatives. Activities to be considered may include recruitment and retention efforts, teaching, student support, research, community outreach activities, or other initiatives. These may be activities that support the access, participation and success of, for example:

- Indigenous Australians
- Women in disciplines, professions or roles in which they are under-represented
- People with family or carer responsibilities
- People with a disability
- People from culturally/linguistically diverse backgrounds
- People who identify as lesbian, gay, bisexual, transgender, intersex and questioning
- Students from financially disadvantaged background
- Students from low socio-economic areas
- Students from rural or remote areas

### 4.1. Eligibility criteria

This award is open to continuing, fixed-term and sessional academic and professional staff (both teams and individuals) in the Faculty, including professional staff employed in University shared services providing services to the Faculty.

### 4.2. Selection criteria

Nominations must address all criteria:

- **Distinctiveness, coherence and clarity of purpose:** The extent to which the program or initiative directly targets identified needs and has clear objectives and systematic approaches to coordination, implementation and evaluation within the context of equity, diversity and social inclusion at our Faculty.
- **Contribution and outcomes toward furthering our Faculty's equity, diversity and inclusion priorities and aspirations:** The extent to which the program or initiative promotes and supports equity, diversity and inclusion by improving access, participation and outcomes for students and or staff.
- **Breadth of impact:** The extent to which the program or initiative has led to widespread benefits for students, staff in our Faculty, consistent with the purpose of the program or initiative.
- **Effective demonstration and promotion of our Faculty's values,** including collaboration and teamwork, compassion, respect, integrity and accountability, as well as our Faculty's expectations for appropriate behaviour, including upholding the Faculty's commitment to a safe, diverse and inclusive workplace.

In assessing nominations, the Selection Committee will also take into account:

- The degree of creativity, imagination and innovation
- Evidence of the sustained effectiveness of the program
- Contribution towards key institutional priority areas

### 4.3. Award amount, purpose and restrictions

Award recipients, whether teams or individuals, are awarded \$5000 in funding to support a project or activity related to their career development or work of benefit to our Faculty and the recipients. Award money cannot be used to purchase equipment for personal use, for celebratory functions or for tuition fees.

## 5. MDHS Award for Excellence in Mentoring

This award recognises excellence in the mentoring of Faculty colleagues, both professional and academic. Award recipients are acknowledged for their outstanding contributions as mentors, involving a sustained record of effective mentoring, exceptional skills in the provision of support and the sharing of knowledge and respect for the development of colleagues as individuals.

For the purposes of this award, mentor and mentorship are defined as:

- **Mentor:** An individual who serves with positive influence as an experienced and trusted advisor in encouraging and promoting the professional development of others
- **Mentorship:** A mentorship is a relationship formed between a mentor and mentee with the goal of mutually sharing knowledge and expertise

### 5.1. Eligibility criteria

This award is open to continuing, fixed-term and sessional academic and professional staff (individuals only) in the Faculty, including professional staff employed in University shared services providing services to the Faculty.

### 5.2. Selection criteria

Nominations must address all criteria:

- **An established and sustained record of effectively mentoring others.** This may include: demonstrating a commitment to the role of mentoring; demonstrating a history of successful mentorships; providing intellectual or professional leadership; acting as a successful role model.
- **Skill at providing support and sharing knowledge with mentees.** This may include: communicating effectively in different interpersonal contexts; providing access to a network of professional colleagues; facilitating opportunities and advocating for colleagues; advising staff on career options and opportunities within and external to our Faculty.
- **Respect for the development of colleagues as individuals.** This may include: fostering the development of individual talents and strengths; maintaining and communicating the highest ethical standards; providing objective and considered advice; empathising with colleagues; encouraging optimism; building mentee confidence and self-sufficiency.
- **Effective demonstration and promotion of our Faculty's values,** including collaboration and teamwork, compassion, respect, integrity and accountability, as well as our Faculty's expectations for appropriate behaviour, including upholding the Faculty's commitment to a safe, diverse and inclusive workplace.

### 5.3. Award amount, purpose and restrictions

Award recipients are awarded \$5000 in funding to support a project or activity related to their career development or work of benefit to our Faculty and the recipients. Award money cannot be used to purchase equipment for personal use, for celebratory functions or for tuition fees.

## 6. MDHS Award for Leadership Excellence

This award recognises individuals at any career stage with a track record of leadership excellence that has positively impacted on the development of others and the advancement of our Faculty.

Nominees may have demonstrated their leadership excellence locally or at broader Faculty and University levels. Nominations must be able to demonstrate the positive impact of the nominee's leadership and also demonstrate how the nominee's leadership has served as a model for others aligned with our Faculty's values.

### 6.1. Eligibility criteria

This award is open to continuing, fixed-term and sessional academic and professional staff (individuals only) in the Faculty, including professional staff employed in University shared services providing services to the Faculty.

### 6.2. Selection criteria

Nominations must address all criteria:

- **An established record of leadership excellence that has positively impacted on the development of others and the advancement of our Faculty.** This may include leadership locally or leadership at broader Faculty and University levels and may be evidenced through: positive engagement in teams and team building; passion for continuous learning to achieve best possible outcomes and the career development of self and others; impactful service at Centre, Institute, Department, School, Faculty or University levels (eg committee membership, coordination role); attracting, developing and retaining talented individuals; mentoring staff and students (formally and informally); leading collaboration across organisational structures and disciplines; building partnerships within and beyond the University; engaging in formal or informal leadership roles at Department, School, Faculty or University levels; serving as an ambassador for our Faculty, advancing its capacity, sustainability and standing; leading strategic and cultural change, reflecting the needs and aspirations of our Faculty.
- **Leader as role model, including the effective demonstration and promotion of our Faculty's values.** This may include serving as a role model in relationships with students, academic and professional staff at all levels, the effective development and inspiration of others, and building diverse and inclusive teams. Nominations should demonstrate how, as a role model, the nominee has demonstrated and promoted our Faculty's values of collaboration and teamwork, compassion, respect, integrity and accountability, as well as our Faculty's expectations for appropriate behaviour, including upholding the Faculty's commitment to a safe, diverse and inclusive workplace.

### 6.3. Award amount, purpose and restrictions

Award recipients are awarded \$5000 in funding to support a project or activity related to their career development or work of benefit to our Faculty and the recipients. Award money cannot be used to purchase equipment for personal use, for celebratory functions or for tuition fees.

## 7. MDHS Award for Excellence in Staff Supervision

The role of our MDHS supervisors is to support and guide our great people to do their best work. This award recognises individuals at any career stage with a track record of excellence in the supervision of staff (not students) that has positively impacted on the development of others and the advancement of our Faculty.

Nominations must be submitted by the nominated supervisor's team and be able to demonstrate the positive impact of the nominee's supervision on the professional development and career progression of others and on individual and team-based contributions and achievements.

Nominations must also demonstrate how the nominee's supervision has served as a model for others aligned with **our Faculty's values**.

### 7.1. Eligibility criteria

This award is open to continuing, fixed-term and sessional academic and professional staff (individuals only) in the Faculty, including professional staff employed in University shared services providing services to the Faculty.

Nominees must be nominated by their team.

### 7.2. Selection criteria

Nominations must address both criteria:

- **An established record of supervisory excellence that has positively impacted on the development of others and the advancement of our Faculty.** This may include staff supervision at any level. The record may be demonstrated by some or all of the following, and may also include additional items not listed here: investment of significant time and effort in building diverse and inclusive teams; nurturing and developing staff, including through regular formal and informal career discussions; holding career discussions that assist staff to identify individual support and development needs, access recognition and reward opportunities, and pursue meaningful careers in the Faculty and beyond; providing timely, informal and formal recognition for individuals and teams; giving and receiving effective, values-based feedback; adopting supervisory roles and practices that are tailored to meet the changing needs of individuals and teams, including serving at different times as coach, mentor, manager, trainer; supporting staff engagement, health and wellbeing, including by checking-in with staff, managing workloads and enabling flexible and hybrid ways of working; creating opportunities for individuals and teams to take on new challenges, acquire new skills, areas of expertise and experiences; and directly contributing to individual and team-based high performance.
- **Supervisor as role model, including through the effective demonstration and promotion of our Faculty's values.** This may be demonstrated by some or all of the following, and may also include additional items not listed here: serving as a role model in relationships with staff at all levels; building diverse and inclusive teams; transparent, fair and equitable decision-making; supporting, recognising and rewarding staff for not just *what* they are working on, but *how* they go about their work; and helping to build a values-based, high-performance culture across our Faculty. Nominations should demonstrate how, as a role model, the nominee has demonstrated and promoted our Faculty's values of collaboration and teamwork, compassion, respect, integrity and accountability, as well as our Faculty's expectations for appropriate behaviour, including upholding the Faculty's commitment to a safe, diverse and inclusive workplace.

### 7.3. Award amount, purpose and restrictions

Award recipients are awarded \$5000 in funding to support a project or activity related to their career development or work of benefit to our Faculty and the recipients. Award money cannot be used to purchase equipment for personal use, for celebratory functions or for tuition fees.

## 8. MDHS Award for Excellence in Internationalisation

This award recognises outstanding contributions to the internationalisation of either the student experience or research and research training in our Faculty.

The internationalisation of the student experience may include contributions to international mobility and the internationalisation of the curriculum. This includes contributions to specific curricular or extracurricular programs or to the institutional relationships that underpin student mobility and our Faculty's international standing.

Internationalisation of research and research training may involve the development of international partnerships and networks. This includes contributions made to the development of specific international research or research training programs, joint research centres, or to the institutional relationships that underpin international research and our Faculty's international standing.

### 8.1. Eligibility criteria

This award is open to continuing, fixed-term and sessional academic and professional staff (both teams and individuals) in the Faculty, including professional staff employed in University shared services providing services to the Faculty.

### 8.2. Selection criteria

Nominations must address all criteria for either the internationalisation of the student experience or the internationalisation of research and research training. All nominations must address criteria for the effective demonstration and promotion of our Faculty's values.

EITHER:

- **Internationalisation of the student experience:**
  - Proven record of innovation in internationalisation of the student experience.
  - Proven record of sustained excellence in contributions to internationalisation of the student experience.
  - Demonstrated impact and value of contributions to internationalisation of the student experience.

OR

- **Internationalisation of research and research training:**
  - Proven record of innovation in internationalisation of research or research training.
  - Proven record of sustained excellence in contributions to internationalisation of research or research training.
  - Demonstrated impact and value of contributions to internationalisation of research or research training.

AND

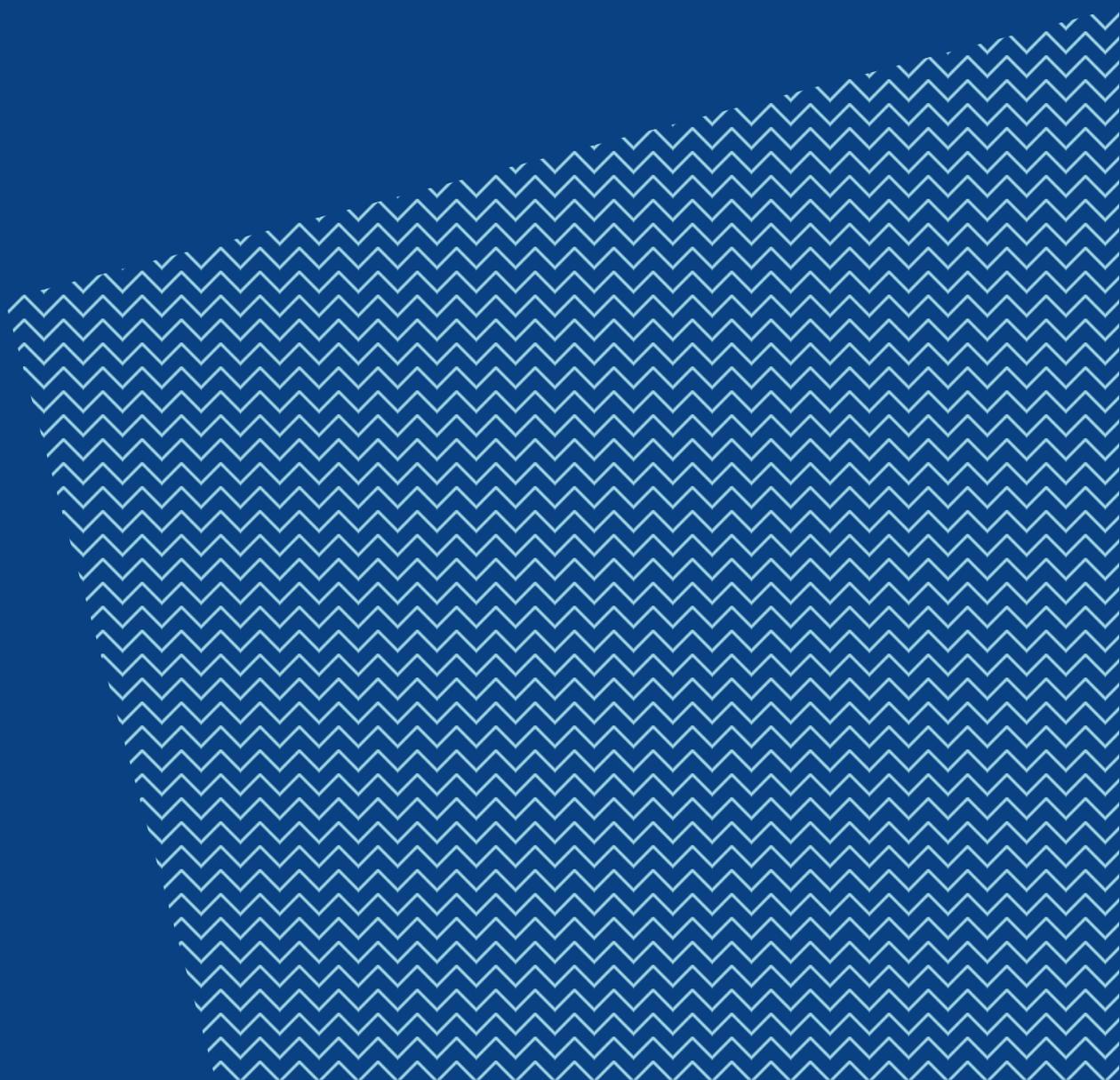
- **Effective demonstration and promotion of our Faculty's values**, including collaboration and teamwork, compassion, respect, integrity and accountability, as well as our Faculty's expectations for appropriate behaviour, including upholding the Faculty's commitment to a safe, diverse and inclusive workplace.

### 8.3. Award amount, purpose and restrictions

Award recipients, whether teams or individuals, are awarded \$5000 in funding to support a project or activity related to their career development or work of benefit to our Faculty and the recipients. Award money cannot be used to purchase equipment for personal use, for celebratory functions or for tuition fees.

# Learning and Teaching Awards

Recognising outstanding contributions and achievements shaping the next generation of health professionals



## 9. MDHS Award for Learning and Teaching Achievement

### 9.1. Eligibility criteria

This award is open to continuing, fixed-term and sessional academic staff (both teams and individuals) in the Faculty.

This award is for staff who demonstrate sustained excellence in learning and teaching over two or more years. Staff who can demonstrate sustained excellence in learning and teaching of four or more years are encouraged to nominate for the MDHS Award for Sustained Excellence in Learning and Teaching.

### 9.2. Selection criteria

Nominations must address three of these five selection criteria:

- Approaches to learning and teaching that influence, motivate and inspire students to learn.
- Development of curricula and resources that reflect a command of the field.
- Approaches to assessment and feedback that foster independent learning.
- Respect and support for the development of students as individuals.
- Scholarly activities that have influenced and enhanced learning and teaching.

All nominations must address the following criteria:

- **Effective demonstration and promotion of our Faculty's values**, including collaboration and teamwork, compassion, respect, integrity and accountability, as well as our Faculty's expectations for appropriate behaviour, including upholding the Faculty's commitment to a safe, diverse and inclusive workplace.

Note: Those criteria selected will be weighted equally by the Selection Committee.

### 9.3. Award amount, purpose and restrictions

Award recipients, whether teams or individuals, are awarded \$5000 in funding to support a project or activity related to their career development or work of benefit to our Faculty and the recipients. Award money cannot be used to purchase equipment for personal use, for celebratory functions or for tuition fees.

## 10. MDHS Award for Sustained Excellence in Learning and Teaching

### 10.1. Eligibility criteria

This award is open to continuing, fixed-term and sessional academic staff (both teams and individuals) in the Faculty.

This award is for staff who demonstrate sustained excellence in learning and teaching over four or more years.

### 10.2. Selection criteria

Nominations must address all criteria:

- Approaches to learning and teaching that influence, motivate and inspire students to learn.
- Development of curricula and resources that reflect a command of the field.
- Approaches to assessment and feedback that foster independent learning.
- Respect and support for the development of students as individuals.
- Scholarly activities that have influenced and enhanced learning and teaching.
- Effective demonstration and promotion of our Faculty's values, including collaboration and teamwork, compassion, respect, integrity and accountability, as well as our Faculty's expectations for appropriate behaviour, including upholding the Faculty's commitment to a safe, diverse and inclusive workplace.

Note: Criteria will be weighted equally by the Selection Committee.

### 10.3. Award amount, purpose and restrictions

Award recipients, whether teams or individuals, are awarded \$5000 in funding to support a project or activity related to their career development or work of benefit to our Faculty and the recipients. Award money cannot be used to purchase equipment for personal use, for celebratory functions or for tuition fees.

## 11. MDHS Award for Program Innovation

This award is intended for programs or services that are broader in scope than those in one or two subjects. Programs or services may be run at a Faculty level or within or across MDHS schools. Programs or services may run within or across year levels. They may focus on a particular group of students or MDHS students more broadly and can include collaborative programs involving external partners.

Programs can focus on a wide variety of areas related to learning and teaching, including, but not limited to: innovation and flexibility in curricula; student experiences and services supporting learning; global citizenship and internationalisation; widening participation; and educational partnerships and collaborations.

### 11.1. Eligibility criteria

This award is open to teams of continuing, fixed-term and sessional academic and professional staff (teams only) in the Faculty, including professional staff employed in University shared services providing services to the Faculty.

This award is for teams who demonstrate sustained excellence of two or more years in the design and facilitation of programs or services that support and enhance learning and teaching at MDHS Faculty, School or Department level.

### 11.2. Selection criteria

Nominations must address all criteria:

- **Distinctiveness, coherence and clarity of purpose;**
- **A positive influence on student learning and student engagement;**
- **Breadth of impact;**
- **Concern for equity and diversity;**
- **Effective demonstration and promotion of our Faculty's values**, including collaboration and teamwork, compassion, respect, integrity and accountability, as well as our Faculty's expectations for appropriate behaviour, including upholding the Faculty's commitment to a safe, diverse and inclusive workplace.

Note: Criteria will be weighted equally by the Selection Committee. In assessing nominations, the Selection Committee will consider:

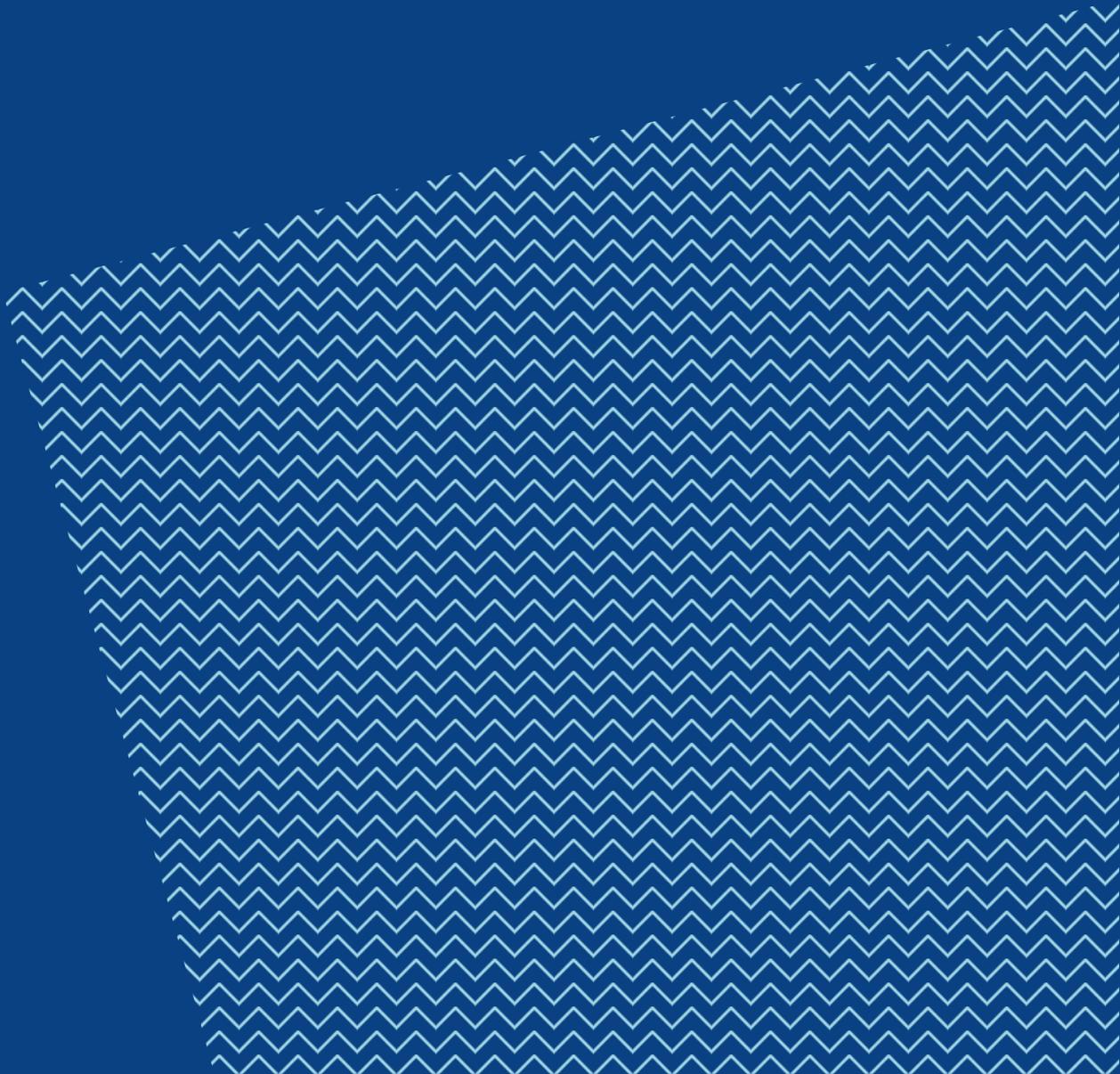
- Evidence of the effectiveness of the programme in formal and informal evaluation;
- The degree of creativity, imagination or innovation;
- Evidence of sustained effectiveness of the program or service for two or more years.

### 11.3. Award amount, purpose and restrictions

Award recipients are awarded \$5000 in funding to support a project or activity related to their career development or work of benefit to our Faculty and the recipients. Award money cannot be used to purchase equipment for personal use, for celebratory functions or for tuition fees.

# Research and Research Training Awards

Recognising outstanding contributions and  
achievements improving the health and wellbeing of the  
communities we serve



## 12. MDHS Award for Outstanding Graduate Researcher Supervision

### 12.1. Eligibility criteria

This award is open to continuing, fixed-term and sessional academic staff (individuals only) in the Faculty. Nominees should have supervised at least five graduate researchers (PhD, professional doctorate and or Masters by Research) to completion for the University. Nominees must be registered supervisors whose training is up-to-date to be eligible.

### 12.2. Selection criteria

Nominations must address a maximum of two of the following criteria:

- **Approaches to supervision that influence, motivate and inspire students to excel.** This may include: fostering students' development as researchers by stimulating curiosity and independence in learning; contributing to the development of students' critical thinking skills, analytical skills and scholarly values; inspiring and motivating students through high-level communication and interpersonal skills; effective approaches to guidance during the planning of research projects; structures established for ongoing interaction with students.
- **Research outcomes for students arising from a commanding knowledge of the field.** This may include: supervision practices that lead to research projects and research theses judged by examiners to be of outstanding quality; supervision practices that lead to candidates publishing books, chapters and articles, presenting papers at prestigious conferences, and winning prizes and awards; supervision practices that ensure students successfully complete their research and thesis writing in a timely manner.
- **Approaches to feedback that foster independent learning.** This may include: strategies for supporting students' development of high level writing skills; providing timely, worthwhile feedback to students on their research progress; approaches to feedback that foster independence in problem solving and research; adapting approaches to feedback to the diverse needs of individuals, and to their changing individual needs over time.
- **Support for the development of students as individuals, including their career development.** This may include: the engagement of research students in the broader intellectual life of the department, Faculty and University; engagement with the end-users of their research, support and encouragement for students to develop as independent researchers; support and encouragement for students to develop the full range of graduate attributes; the induction of students into the national and international research communities in their fields; the mentoring of students in their career development following completion of their graduate research degree.
- **A contribution to the development of excellent supervision practices within our Faculty or the wider University.** This may include: the mentoring of staff new to supervision; involvement in and contribution to supervisor workshops and training; development of Faculty and department policies and programs to enhance the graduate research community and the quality of the environment for graduate research.

All nominations must address the following criteria:

- **Effective demonstration and promotion of our Faculty's values,** including collaboration and teamwork, compassion, respect, integrity and accountability, as well as our Faculty's expectations for appropriate behaviour, including upholding the Faculty's commitment to a safe, diverse and inclusive workplace.

In assessing nominations, the Selection Committee will take into account evidence of claims against the nominated criteria (including student feedback, peer feedback, and other forms of recognition). In addition to the particular criterion/criteria nominated from the list above, the Selection Committee will consider:

- The extent and range of supervision activity;
- The successful outcomes of students; and
- Contributions that have influenced and enhanced the supervisory practice of others.

### 12.3. Award amount, purpose and restrictions

Award recipients are awarded \$5000 in funding to support a project or activity related to their career development or work of benefit to our Faculty and the recipients. Award money cannot be used to purchase equipment for personal use, for celebratory functions or for tuition fees.

## 13. MDHS Award for Excellence in Team-Based Research Programs

This award recognises excellence in team-based research programs, building intra- and or inter-disciplinary collaboration to produce high-quality, sustained research outputs.

### 13.1. Eligibility criteria

This award is open to teams of continuing, fixed-term and sessional academic and professional staff (teams only) in the Faculty, including professional staff employed in University shared services providing services to the Faculty.

### 13.2. Selection criteria

Nominations must address all criteria:

- **An established record of team engagement and collaboration.**
- **An established record of sustained excellence in team-based research.**
- **Demonstrated impact and value of team-based research.**
- **Effective demonstration and promotion of our Faculty's values**, including collaboration and teamwork, compassion, respect, integrity and accountability, as well as our Faculty's expectations for appropriate behaviour, including upholding the Faculty's commitment to a safe, diverse and inclusive workplace.

### 13.3. Award amount, purpose and restrictions

Award recipients are awarded \$5000 in funding to support a project or activity related to their career development or work of benefit to our Faculty and the recipients. Award money cannot be used to purchase equipment for personal use, for celebratory functions or for tuition fees.

## 14. MDHS Award for Excellence in Industry-Engaged Research

This award recognises excellence in industry-engaged research through effective partnerships with industry leading to effective and sustained research application and collaboration.

### 14.1. Eligibility criteria

This award is open to continuing, fixed-term and sessional academic staff (teams and individuals) in the Faculty.

### 14.2. Selection criteria

Nominations must address all criteria:

- **An established record of engagement and collaboration with industry.**
- **An established record of sustained excellence in industry-engaged research.**
- **Demonstrated impact and value of industry-engaged research.**
- **Effective demonstration and promotion of our Faculty's values**, including collaboration and teamwork, compassion, respect, integrity and accountability, as well as our Faculty's expectations for appropriate behaviour, including upholding the Faculty's commitment to a safe, diverse and inclusive workplace.

### 14.3. Award amount, purpose and restrictions

Award recipients, whether teams or individuals, are awarded \$5000 in funding to support a project or activity related to their career development or work of benefit to our Faculty and the recipients. Award money cannot be used to purchase equipment for personal use, for celebratory functions or for tuition fees.

## 15. MDHS Award for Excellence in Research by an Early-Career Researcher

### 15.1. Eligibility criteria

This award is open to continuing and fixed-term Teaching and Research and Research Focussed academic staff at Levels A, B and C in the Faculty, who are within 5 years or equivalent of the conferral of their PhD (individuals only).

### 15.2. Selection criteria

Nominations must address all criteria:

- **Record of research activity: The range and volume of research and research training activities, inputs and outputs.** This may include publications, graduate research supervision and Category 1 to 4 income.
- **Record of research quality and impact: The overall influence of research, including research excellence, originality and recognition, as well as impact, adoption, benefits and influence within and beyond the academy.**

Nominations should:

- Describe the quality of the nominee's research to date and the existing, prospective or anticipated knowledge, health, economic and or social impact of their research;
- Include a list of the nominee's 5 best publications, including a justification and detailing their role in each; and
- Include a list of any distinguished awards and prizes as evidence of the nominee's recognition and esteem.

Where relevant, nominations may also describe:

- The successful and timely completion of graduate research students;
  - Influential roles nominees may have had in cross-disciplinary research projects and teams; and or
  - Any relevant entrepreneurship and engagement with disciplinary communities and government, business, professional or community organisations to enhance excellence in research and research training.
- **Overall career trajectory.** This includes the demonstrated performance and potential to pursue a successful academic career in our Faculty, University and beyond.
  - **Effective demonstration and promotion of our Faculty's values,** including collaboration and teamwork, compassion, respect, integrity and accountability, as well as our Faculty's expectations for appropriate behaviour, including upholding the Faculty's commitment to a safe, diverse and inclusive workplace.

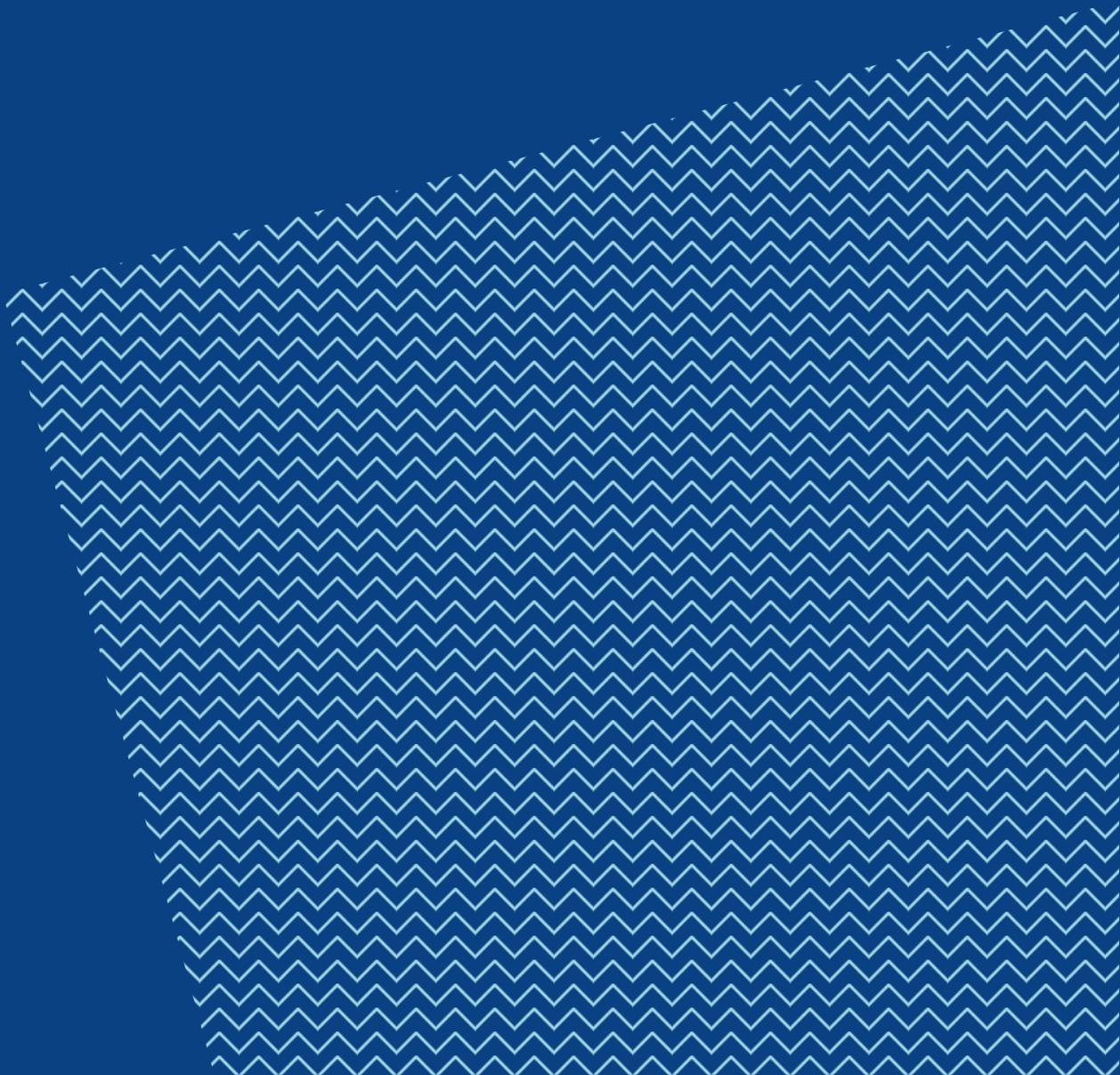
Where relevant, nominations may include statements addressing performance relative to opportunity.

### 15.3. Award amount, purpose and restrictions

Award recipients are awarded \$5000 in funding to support a project or activity related to their career development or work of benefit to our Faculty and the recipients. Award money cannot be used to purchase equipment for personal use, for celebratory functions or for tuition fees.

# Engagement Awards

Recognising outstanding contributions and achievements delivering public value to the communities we serve



## 16. MDHS Award for Excellence in Engagement—Partnerships Award

This award recognises the creation of a new or nurturing of an existing partnership with industry, the professions, governments or communities to either a) focus, enrich and translate engaged research or b) develop innovative, engaged teaching and learning of public relevance.

### 16.1. Eligibility criteria

This award is open to continuing, fixed-term and sessional academic and professional staff (both teams and individuals) in the Faculty, including professional staff employed in University shared services providing services to the Faculty.

### 16.2. Selection criteria

Nominations must address all criteria:

- **The creation of a new or nurturing of an existing partnership with industry, the professions, governments or communities demonstrating and promoting our Faculty's values.** Nominations must demonstrate how the partnership was created and managed, or nurtured and advanced, in alignment with our Faculty's values of collaboration and teamwork, compassion, respect, integrity and accountability, as well as our Faculty's expectations for appropriate behaviour, including upholding the Faculty's commitment to a safe, diverse and inclusive workplace.
- **Demonstrated impact and value of the partnership.** Partnerships that have led to engaged research should demonstrate significant impact and reach in terms of research collaboration and dissemination and include evidence of the value to users and the wider society. Partnerships that have led to engaged teaching and learning of public relevance should demonstrate innovation in the way curriculum has been developed, delivered and assessed. They must be able to demonstrate significant positive impact through the development of leadership and active citizenship attributes in participating students as well as the value of students' work or the course itself on the community beyond higher education.
- **Alignment with the strategic priorities of our Faculty, as outlined in the Advancing Health 2030 plan.**

### 16.3. Award amount, purpose and restrictions

Award recipients, whether teams or individuals, are awarded \$5000 in funding to support a project or activity related to their career development or work of benefit to our Faculty and the recipients. Award money cannot be used to purchase equipment for personal use, for celebratory functions or for tuition fees.

## 17. MDHS Award for Excellence in Engagement—Public Value Award

This award recognises staff members and initiatives which demonstrably enrich the intellectual, cultural, social and economic life of wider society through the academic enterprise. This award particularly recognises exemplary engagement: how nominees have responded to, and influenced, communities of interest beyond the academy, and creatively applied academic resources to create public value. Evidence of the impact and how it has furthered the strategic priorities of our Faculty must also be shown.

### 17.1. Eligibility criteria

This award is open to continuing, fixed-term and sessional academic and professional staff (both teams and individuals) in the Faculty, including professional staff employed in University shared services providing services to the Faculty.

### 17.2. Selection criteria

Nominations must address all criteria:

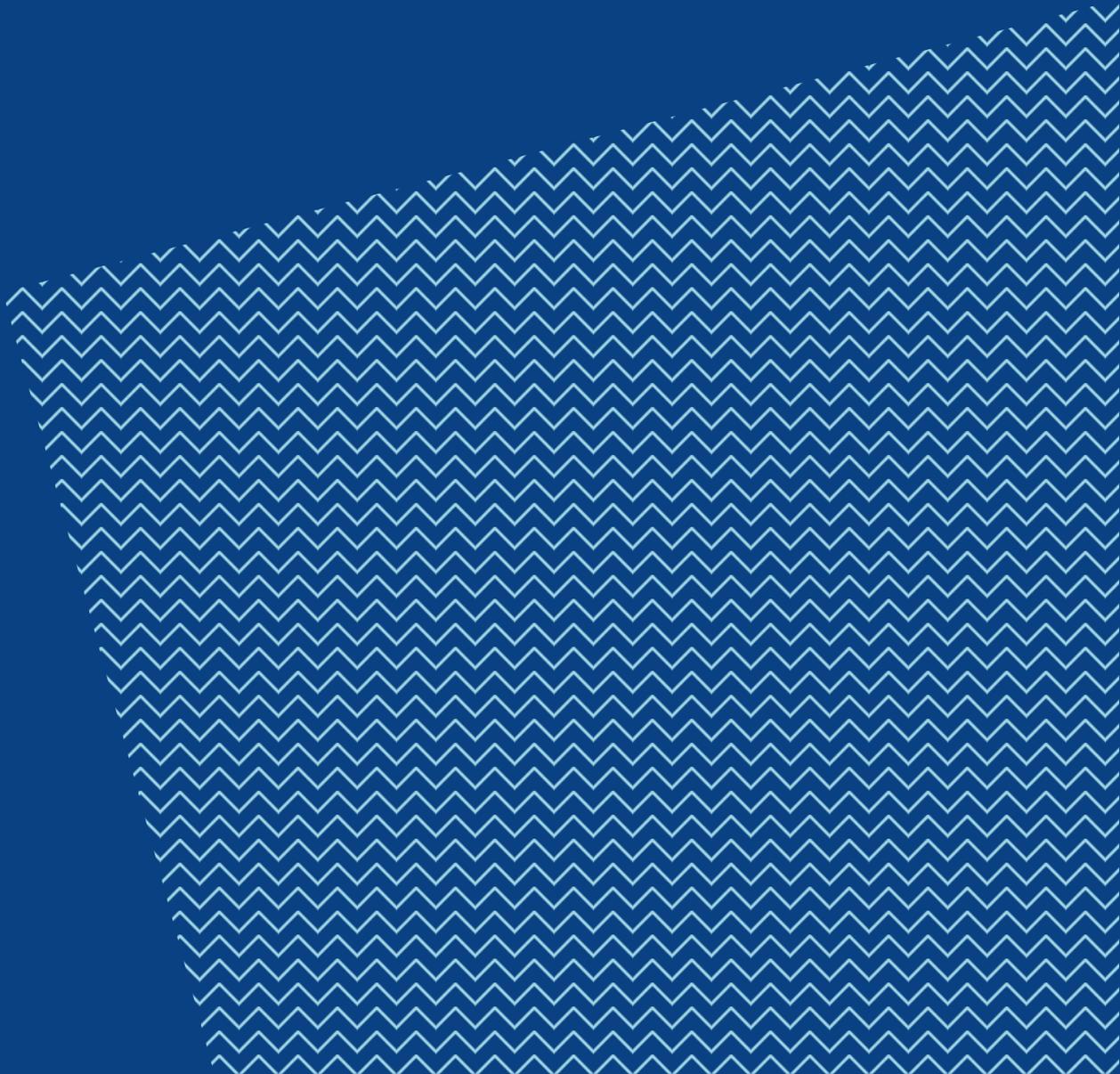
- **Proven record of excellence and innovation as outlined in the award description.**
- **Demonstrated impact and value as outlined in the award descriptions.**
- **Alignment with the strategic priorities of our Faculty, as outlined in Advancing Health 2030**
- **Effective demonstration and promotion of our Faculty's values**, including collaboration and teamwork, compassion, respect, integrity and accountability, as well as our Faculty's expectations for appropriate behaviour, including upholding the Faculty's commitment to a safe, diverse and inclusive workplace.

### 17.3. Award amount, purpose and restrictions

Award recipients, whether teams or individuals, are awarded \$5000 in funding to support a project or activity related to their career development or work of benefit to our Faculty and the recipients. Award money cannot be used to purchase equipment for personal use, for celebratory functions or for tuition fees.

# Professional Excellence Awards

Recognising outstanding contributions and achievements enabling operational excellence



## 18. MDHS Award for Professional Excellence and Innovation

This award recognises excellence and innovation in professional staff contributions towards fulfilling the aspirations of our Faculty. It is awarded to individuals and teams who have given outstanding service to their work area, made a significant contribution to innovation, displayed outstanding teamwork and who have exhibited the values to which our Faculty aspires.

### 18.1. Eligibility criteria

This award is open to continuing and fixed-term professional staff (both teams and individuals) in the Faculty, including professional staff employed in University shared services providing services to the Faculty.

### 18.2. Selection criteria

Nominations must address one or more of the following criteria:

- **Outstanding service and client focus.** This may include: maintaining a consistently high quality of service to our Faculty community including staff, students and alumni; effective stakeholder management; resolving a client issue or situation; inspiring others and serving as a role model with their actions, attitude and behaviour; and contributions and support to the Melbourne Experience.
- **Exceptional leadership and or vision.** This may include: demonstrating exemplary leadership, providing a sense of purpose, vision and mission to their co-workers and or staff; managing and leading change initiatives smoothly and effectively; investing time and effort in coaching and or mentoring; and contribution to our Faculty's strategic directions.
- **Excellence in process improvement and or innovation.** This may include: taking a proactive and innovative approach toward finding solutions to business and workplace challenges; the development of new approaches, methods and systems to improve organisational effectiveness and efficiency; breaking down boundaries and or creating new relationships to improve the way work gets done; and introducing creative and effective ways of achieving our Faculty's strategic priorities.
- **Exceptional team work or team contribution.** This may include: providing initiative and vision within a team; contributions to problem-solving in the team; contributing positively to team outcomes; and contribution to our Faculty's strategic direction.
- **Creating connections; Contribution to engagement.** This may include: engagement in knowledge partnership activities in line with our Faculty's strategic directions; initiating and maintaining sustainable, collaborative partnerships with local, national and international communities and business; serving as mentors and or model citizens to Faculty students, staff or community members; and utilising external knowledge to inform and build Faculty capabilities.
- **Service to the community.** This may include: providing care or support for disadvantaged persons in the community; working with organisations to improve the health of communities; working with local communities to address local issues (e.g. health, education, skills development, literacy); contributing expertise to promote broad community agendas (e.g. environmental issues, social inclusion issues); providing discipline-specific skills and expertise in a pro-bono capacity; lifelong learning initiatives for members of the public; bushfire emergency services; outreach programs in community-based arts regeneration; and contributing to the provision of community sports, arts or cultural activities.

All nominations must address the following criteria:

- **Effective demonstration and promotion of our Faculty's values,** including collaboration and teamwork, compassion, respect, integrity and accountability, as well as our Faculty's expectations for appropriate behaviour, including upholding the Faculty's commitment to a safe, diverse and inclusive workplace.

### 18.3. Award amount, purpose and restrictions

Award recipients, whether teams or individuals, are awarded \$5000 in funding to support a project or activity related to their career development or work of benefit to our Faculty and the recipients. Award money cannot be used to purchase equipment for personal use, for celebratory functions or for tuition fees.

## 19. MDHS Award for Outstanding Student Services

This award recognises the outstanding contributions made by professional staff to the quality of students' Faculty experience. Award recipients are acknowledged for records of excellence and innovation in areas that contribute to a high-quality student experience, delivering services that are sustained over time and are of outstanding quality.

### 19.1. Eligibility criteria

This award is open to continuing and fixed-term professional staff (both teams and individuals) in the Faculty, including professional staff employed in University shared services providing services to the Faculty.

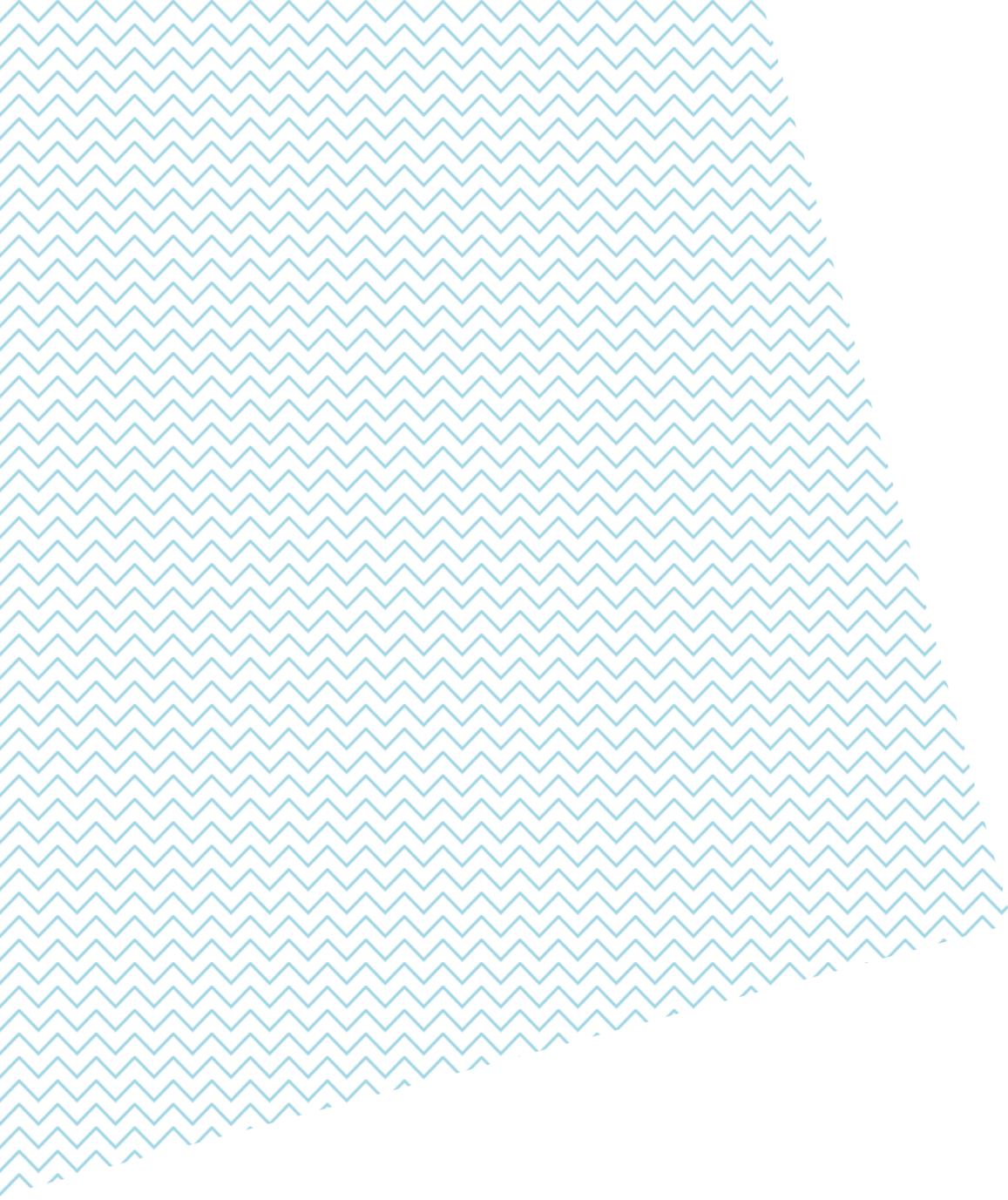
### 19.2. Selection criteria

Nominations must address all criteria:

- **A proven record of excellence and innovation in areas that contribute to creating a high-quality student experience.**
- **A proven record of delivering sustained service outcomes over time.**
- **Evidence of outstanding quality of service.**
- **Effective demonstration and promotion of our Faculty's values**, including collaboration and teamwork, compassion, respect, integrity and accountability, as well as our Faculty's expectations for appropriate behaviour, including upholding the Faculty's commitment to a safe, diverse and inclusive workplace.

### 19.3. Award amount, purpose and restrictions

Award recipients, whether teams or individuals, are awarded \$5000 in funding to support a project or activity related to their career development or work of benefit to our Faculty and the recipients. Award money cannot be used to purchase equipment for personal use, for celebratory functions or for tuition fees.



Faculty of Medicine,  
Dentistry and  
Health Sciences