



## Inspire! Tutor Awards 2018

### Guidance

**This document is available in Welsh**

## Inspire! Tutor Awards

Behind successful adult learners there are inspirational mentors and tutors. We want to recognise the outstanding effort and commitment made by tutors/mentors across Wales, to help adult learners pursue their goals.

We are inviting nominations on behalf of outstanding individuals whose commitment, knowledge and communication skills have given adults the encouragement to engage with learning and transform their lives.

The Awards Presentation will take place in December 2018. The Inspire! Awards is a partnership involving Learning and Work Institute and Welsh Government.

## What are we looking for?

We are looking for **tutors/mentors** who are 'outstanding' in their field and give 'over and above' what is expected of them.

Nominations should demonstrate achievements in **at least two** of the following areas:

- Developing the curriculum, creating new resources and materials
- Overcoming personal circumstances and / or working in challenging circumstances
- Contributing to widening access and building pathways to learning opportunities
- Inspiring learners to progress onto other courses or opportunities to learn
- Creating new partnerships or pathways into learning
- Developing innovative ways of supporting, teaching or mentoring learners

### **Evidence of impact:**

Your statements should demonstrate how the tutor/mentor has made an impact on the lives of their students.

### **You could focus on;**

- Progression, attainment and achievement
- Evidence of impact on the health and wellbeing of learners
- Describing how learners have used the skills they have developed to contribute to family/community life/civic society/the workplace or to transforming their own lives

Additional testimonials from students, learners and colleagues is welcomed.

**We are looking for tutors/mentors active in the following sectors or settings:**

#### **Tutor Awards**

- Higher Education
- Further Education
- Workplace Setting
- Community Education
- Welsh for Adults
- School or other setting

### **A guide to submitting your nomination**

- Entries are free and open to tutors/mentors living and working in Wales.
- You can nominate a tutor/mentor if you are a learner, a provider or employer / work colleague, another tutor, a learner or a member of the community.
- If you are a learner/community member you must obtain a statement of support for your nominee from someone who knows them in a professional capacity.
- Tutors/Mentors must not nominate themselves or initiate the process.

- All nominees must be aware that they are being nominated and should be willing to share their stories with the media.
- All those nominated will receive a certificate of achievement. This will be sent to the person identified on the form. **Please ensure that the spelling of the nominee's name is correct. This name will appear on the certificate.**
- Your application will be judged on the information you provide on the nomination form, so please make sure you address the areas highlighted in the guidance.

**Remember to submit by the closing date – Monday 22 October 2018.**

If you need any assistance with your nomination form please contact:  
[inspire@learningandwork.org.uk](mailto:inspire@learningandwork.org.uk)

### How does the selection process work?

- An independent panel of judges will assist with the selection of award winners.
- All award winners will be notified by the Learning and Work Institute by the week commencing 12 November 2018 and will be invited to the Inspire! Tutors Awards Presentation in December 2018.

### How can I submit my nomination form?

#### ONLINE

The easiest and quickest way to submit your form is by completing and submitting online

#### BY EMAIL

Please email your completed form to:  
[inspire@learningandwork.org.uk](mailto:inspire@learningandwork.org.uk)

#### BY POST

Please send your form to:  
 Inspire! Tutor Nominations  
 Learning and Work Institute  
 35 Cathedral Road Cardiff  
 CF11 9HB



Llywodraeth Cymru  
 Welsh Government

Website: [www.learningandwork.wales](http://www.learningandwork.wales)  
 Twitter: [@LearnWorkCymru](https://twitter.com/LearnWorkCymru)  
 Facebook: [Learning and Work Institute](https://www.facebook.com/LearningandWorkInstitute)