

What do I need to know?

The 2017 awards will build on the success of the last sixteen years. The deadline for the submission of nominations is 2359 Monday 2 October.

When do I have to have completed study?

You must have completed personal development between 01 August 2016 and 31 July 2017 to qualify.

Can I nominate myself?

You are able to nominate yourself, but your nomination must be endorsed by your Line Manager.

Who is required to complete PD Unit of the Year nominations?

The PD Unit of the Year nomination must be signed off by the Commanding Officer. The winner will be selected by the RACPD Board of Trustees.

Am I able to self-nominate for Learner of the Year or Achiever of the Year?

No, these two awards will be decided by the panel from all other submissions.

How do I complete a nomination?

You may send in nominations electronically or by hand, but if they are unable to be read then they will be returned and asked to be resubmitted. Nominations will not be accepted without a current head and shoulders photograph.

Where can I find the nomination forms?

Forms are available to download at www.racpd.org.uk or from your PD Advisor.

How is my nomination judged?

A judging panel will sit in October including a RACPD Trustee, a senior RA officer and the Chief Executive and two directors of RACPD. During this time the Learner of the Year and Achiever of the Year will be selected from all award submissions.

When will we hear the results?

Commanding Officers will be informed of the results first, then successful individuals will be contacted one week later, to allow time for them to be congratulated within the unit.

When do the presentations of awards take place?

The presentations will take place in December 2016.

Contact: Jodie Peach, RACPD, RA Barracks, Larkhill, Salisbury, Wiltshire SP4 8QT Tel: 01980 845454, Mil: 94322 5454 jodiepeach@racpd.org.uk

Royal Artillery

Personal Development Awards

2017

Nomination Guide

Category	Description	Indicators	Prize value	Prize value to unit
PD Unit of the Year 2017	Celebrating the success of a unit as a whole.	<ol style="list-style-type: none"> 1. What have you done to encourage PD in the regiment and how have your officers and soldiers benefitted? 2. What is your PD plan for next year and what benefits do you hope will be gained from it? 		£1000
Learner of the Year 2017	For all learners.	The winner of this category will be chosen by the panel from all submissions.	£500	£250
Achiever of the Year 2017	For all learners.	The winner of this category will be chosen by the panel from all submissions, and will have demonstrated exceptional determination in achieving one or more qualifications.	£400	£250
Apprentice of the Year 2017	For all learners studying on a RACPD programme at Level 2.	<ol style="list-style-type: none"> 1. Why do you think you/your nominee deserve Apprentice of the Year? 2. How do you think you/your nominee have benefitted from an apprenticeship? 3. How do you feel you/your nominee contribute/s in your/their work team on a daily basis? 4. What (if any) other personal development have you/your nominee conducted during the qualification period, and how has this further enhanced your/their skills? 	£400	£250
Assessor of the Year 2017	For any Assessor/IQA/SME who is currently working on programme for RACPD.	<ol style="list-style-type: none"> 1. Why do you think you/your nominee deserve Assessor of the Year? 2. How many learners have you/your nominee supported during the period? 3. What (if any) personal development have you/your nominee undertaken during this period? 4. What additional support have you/your nominee provided to members of your/their unit during this period? 	£400	£250
Advanced Course Learner of the Year 2017	For any learner on programmes at Level 3 or above.	<ol style="list-style-type: none"> 1. Why do you think you/your nominee deserve Advanced Course Learner of the Year? 2. What contribution do you feel you/your nominee make/s to your/their unit as a result of completing higher level courses? 3. How do you think you/they have benefitted personally from completing higher level courses? 4. What (if any) additional personal development have you/your nominee conducted during the qualification period, and how has this improved your/their skills? 	£400	£250
PD Supporter of the Year 2017	For any supporter of personal development learning.	<ol style="list-style-type: none"> 1. Why do you think you/your nominee deserve PD Supporter of the Year? 2. What systems have you/your nominee implemented that demonstrate you/your nominee are a PD Supporter? 3. How do you/your nominee reinforce a personal development ethos around the unit? 4. What (if any) additional personal development have you/your nominee conducted during this period, and how have you/they improved your skills? 	£400	£250