

2020
NATIONAL
RETAIL
AWARDS

Reach
for the
Stars

HR Professional of the Year Judging Criteria

The HR Professional of the Year Award aims to recognise a standout individual in Human Resources who demonstrates excellence through leadership, strategy and their achievement of business outcomes. They demonstrate innovative employment practices that attract the right people to the business and their people are happier and stay longer, contributing to the overall success of the business.

Rules of Entry

- You must have been employed as HR Manager in your current company for at least the past 12 months.
- You must be endorsed by a senior representative from your company (e.g. HR Director, CEO).
- **Defining HR Managers:**
All individuals in the position of Human Resources Manager of a retail business (online or physical) operating in the Australian market are eligible.
- The business must have been in operation for **at least 12 months** and **continue to be in operation at 28 August 2020**. (You must notify the NRA if this changes.)
- You are welcome to enter if you have entered or won this competition in previous years.
- You must nominate one person in your organisation to be the primary contact for your entry.
- Your business does **not** need to be a National Retail Association member to enter.
- We strongly recommend that all persons considering entering should check the [Award website](#) regularly and subscribe to receive award updates – [click here to register](#).
- There is no charge to enter the National Retail Awards, however we do recommend that all entrants attend the Gala ceremony. If your company is a finalist, a representative of your company will receive a complimentary ticket and must be present at the Gala to potentially accept the Award.
- Purely online retail businesses count as one entrant. Multi-channel businesses cannot submit a separate entry for the online component of their business.

- Please note that the National Retail Association (NRA) reserves the right to disqualify entries if entrants fail to abide by the rules of entry or information provided is found to be false or misleading.
- If you are unsure if you fit the criteria above, please contact the NRA at marketing@nra.net.au or by phoning [1800 RETAIL](tel:1800RETAIL).

Submission

Your submission should focus on initiatives and developments within the last 12 months.

1. Your business

Include a brief overview on the nature of your business and what you sell. Briefly outline why you believe you deserve this award. (Max 200 Words)

2. Employee experience

Describe the initiatives your business has implemented in the last 12 months to improve the employee experience. How do you attract the right people and keep them? (Max 300 Words)

3. Training and development

Describe the training and development opportunities available to your employees. Provide an example of a successful training/development initiative you have implemented in the last 12 months. (Max 300 Words)

4. Responsibility

How do you look after your employee's welfare? How do you ensure employment laws and workplace health and safety laws are followed? How will you monitor and sustain these practices in the future? (Max 300 Words)

5. Satisfaction

How do you measure employee satisfaction and address employee feedback? Provide metrics to demonstrate how satisfied your employees are (e.g. turnover rate, satisfaction rate, testimonials, rate of progression). (Max 300 Words)

6. Supporting material

You can choose to attach a maximum of three (3) x A4 pages that provide evidence or support your submission above e.g. charts, images, testimonials, reports. Note: The visual design of attachment will not factor into judging.