



March 2011

Dear Sir or Madam:

I am pleased to share with you an exciting initiative of the Saskatchewan Regional Group of Institute of Public Administration of Canada (IPAC). As part of our mission of promoting excellence in public administration, the Saskatchewan Regional Group of IPAC has a long history of supporting and encouraging new professionals who are beginning their career in public administration. Consequently, the Saskatchewan Regional Group has developed and sponsored up to three awards annually to acknowledge promising new public sector professionals in Saskatchewan.

This **Promising New Professional** award recognizes individuals or teams of individuals new to the public service (less than five years of cumulative experience in public service) who:

- demonstrate leadership potential within the public service;
- demonstrate the ideals and values of public administration; and
- demonstrate the ability and potential to continue and constantly improve upon the sound work of public administration and public servants in Saskatchewan.

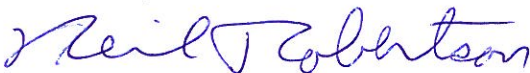
The nomination packages for those receiving the Promising New Professional award from the Saskatchewan Regional Group of IPAC will also be forwarded for consideration for the newly created National New Professional awards.

I invite you to nominate a public servant you feel is eligible for the Saskatchewan Regional Group of IPAC **Promising New Professional** award. A Nomination Package has been attached for your consideration and is available online at www.ipac.ca/Saskatchewan. The deadline for nominations is **June 30, 2011**.

Please send your nominations to:

IPAC Awards
c/o Doris Morrow
Ministry of Agriculture
226-3085 Albert Street
Regina SK S4S 0B1
e-mail: doris.morrow@gov.sk.ca

Sincerely,



Neil Robertson
President, IPAC – Saskatchewan Regional Group

attachment

NOMINATION PACKAGE
Saskatchewan Regional Group of IPAC
Promising New Professional Award

Purpose of the Award

The Saskatchewan Regional Group of the Institute of Public Administration of Canada (IPAC) will present up to three awards each year to promising new public service professionals within Saskatchewan who, in the opinion of an independent selection committee, are emerging leaders within the public sector and represent the ideals, values and abilities of sound public administration. The award may be presented to individuals or to teams, which include promising new professionals.

Eligibility for the Award

1. A New Professional is defined as anyone who has been employed for less than five years (cumulative) in any of the following organizations:
 - a. the public services of Canada or Saskatchewan;
 - b. any agency, board, crown corporation or government corporation of Saskatchewan;
 - c. the Canadian Armed Forces;
 - d. any municipal corporation, or group of municipal corporations, or regional government jurisdiction in Saskatchewan;
 - e. any agency or local board of a municipal corporation or group of municipal corporations or regional government jurisdiction in Saskatchewan;
 - f. a school board in Saskatchewan;
 - g. any post-secondary institution in Saskatchewan;
 - h. any agency of a post-secondary institution in Saskatchewan;
 - i. any health organization funded by government; and
 - j. any other public service organization that is deemed appropriate as determined by the selections committee.

2. The awards are presented to new public servants who:
 - a. demonstrate leadership potential within the public services;
 - b. demonstrate the ideals and values of public administration; and
 - c. demonstrate the ability and potential to continue and constantly improve upon the sound work of public administration and public servants in Saskatchewan.

3. Membership in IPAC is not a requirement for nominees.

4. Executive members of IPAC, whether national or regional, are not eligible for nomination while holding office in the Institute.

5. To preserve the independence and impartiality of the Institute, elected members of municipal, provincial or federal governments (or those who have ever been so elected) are not eligible for nomination.

Selection Criteria

1. The award is made for individual or team contribution, leadership and potential, not simply for participation.
2. In the case of a team nomination, a minimum of 80% of the team membership must be New Professionals (as defined in Section 1). A team is defined as a “group of people who have been assigned to work on a project or several projects, using each others’ strengths to move the project forward”. In groups where not all members are New Professionals, the New Professionals must provide the lead role or play a significant role on the team, as assessed by the selection committee.
3. Service in any field of public administration is relevant. Professional contributions should relate to an administrative rather than a scientific or technical perspective.
4. When comparing the merits of contributions to the different public services, the relative importance of each contribution to its own field is taken into account.
5. Activities involving the Institute of Public Administration of Canada (IPAC) are considered to be of secondary importance compared to contributions to public administration in general.
6. The medal is awarded solely on the basis of information provided with the nomination form.
7. Nominees are eligible for consideration for only the year in which they are nominated. Nominees may be re-nominated in subsequent years if they continue to meet the nomination requirements.
8. The names of nominees and the ranking of nominees by the selection committee shall be treated confidentially.
9. The award will not be awarded in a year in which, in the opinion of the selection committee, a worthy nomination has not been received.
10. The nomination information for successful candidates will be forwarded for consideration for the newly created National New Professional awards. These awards will be made in the following year.

Nomination Procedures

1. Nominations shall be made on the official nomination form or a facsimile thereof.
2. Nomination forms are attached or available from:
IPAC Award
c/o Doris Morrow
Ministry of Agriculture
226-3085 Albert Street
Regina SK S4S 0B1
e-mail: doris.morrow@gov.sk.ca
3. The deadline for receipt of nominations is **June 30, 2011**.

**INSTITUTE OF PUBLIC ADMINISTRATION OF CANADA
SASKATCHEWAN REGIONAL GROUP
NOMINATION FORM
PROMISING NEW PROFESSIONAL AWARD**

If possible, a CV of the nominee(s) should be included in the nomination package.

- 1. Name and contact information of nominee(s):**

- 2. Recent work history of nominee(s). Note: if nominating a team, please include a separate page which clearly outlines the work history of each team member:**

- 3. The Award is awarded on the basis of demonstrated leadership potential within the public service, demonstrated ideals and values of public administration, and demonstrated ability and potential to continue and constantly improve upon the sound work of public administration and public servants. In the following space, indicate clearly and precisely the nominee's/team activity and contribution in the above mentioned criteria. Attach additional pages, if necessary, as well as any other supporting material.**

4. **Include at least two (2) letters of support for the individual/team nominee for this award. Letters should ideally be from supervisors or other public servants familiar with the nominee's work within the public service. Letters should be from persons other than the nominator.**

5. **Nominator:** _____

Address: _____

6. **Telephone:** _____

7. **E-mail:** _____

8. **Date:** _____

Please Note:

The award is made solely on the basis of information provided with this form. The onus is on the nominator to state exactly how the nominee meets the award criteria.

Send Nomination Form to:

IPAC Awards
c/o Doris Morrow
Ministry of Agriculture
226-3085 Albert Street
Regina SK S4S 0B1

e-mail: doris.morrow@gov.sk.ca

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