

STEM INSPIRATION AWARDS GUIDANCE

Thank you for nominating someone inspiring for the STEM Inspiration Awards sponsored by the Science & Technology Facilities Council. Below you will find general guidance for all awards followed by specific guidance for each category.

General information for all Awards:

This guidance applies for all the Award categories.

- Nominations close 12 noon on Friday 30 September.
- Nominations should only include information and details of activities that have occurred between July 2015 and July 2016. For the Joan Sjøvoll Leadership Award we recognise this may have occurred over a longer timeframe.
- Rather than looking at the number of nominations received, we will be looking at the quality and depth of the nominee's activities.
- There are word limits on each question so please try to be as clear and concise as possible. You may wish to draft your response in a separate document and then copy and paste your answers into the form.
- For self-nominations, individuals may want to obtain a supporting nomination from someone else in order to support their self-nomination.
- Nominees that have been shortlisted will be informed in early Autumn.

Specific category guidance:

Please select an Award below to link to the specific guidance for that Award category.

- [STEM Ambassador Award Guidance](#) (p.2)
- [STEM Apprentice Award Guidance](#) (p.3)
- [Most Dedicated Employer Award Guidance](#) (p.4)
- [Most Dedicated STEM Club Award Guidance](#) (p.5)
- [Joan Sjøvoll Leadership Award Guidance](#) (p.6)
- [Most Dedicated Teacher Award Guidance](#) (p.7)

STEM Ambassador Award Guidance

1. Outstanding commitment

We are looking for individuals who have done significantly more than the minimum of one activity per year and who have had a real impact on young people and teachers, and/or on their colleagues or companies. Please give evidence how you have or your nominee has shown outstanding commitment as a STEM Ambassador.

2. Types of activities

Please do not list all known activities. All STEM Ambassador activities are logged on our database so we can see them there. Use this section to give us an overview of the types of activities you/the STEM Ambassador has done, whether they were in one school or a range of schools (or other locations) and what age groups were worked with. Working with one school in a sustained way is just as valid as working with a wide range of schools. If relevant, include additional activities, for example additional training, sharing with others, supporting networking events, supporting other STEM Ambassadors, developing a team of STEM Ambassadors in a company.

3. Challenges

These may be challenges in personal life or may be other challenges such as taking time off work or travelling to schools.

4. Impact

We are particularly keen to know what impact you/a STEM Ambassador has had on young people and/or teachers. We encourage you to include additional information supporting your or your nominees' work with schools and young people.

5. Additional information

We receive a very high number of nominations for the STEM Ambassador Award, all of which are of high quality. To ensure that we are able to judge your nomination against the others we receive, you are welcome to include feedback and testimonials from teachers, young people and colleagues. This information should support your whole nomination, with particular reference to your response to question 4.

N.B: STEM Ambassadors nominating themselves are asked to provide a link to their database profile. Contract Holders nominating a STEM Ambassador may also wish to provide a link.

To nominate now please click [here](#).

STEM Apprentice Award Guidance

1. Dedication

Please include examples such as how you/your nominee has motivated/encouraged someone to become a STEM Ambassador, the number of activities they do or have done, how they have developed your/their own practical activities and also possibly how far they have travelled for the activities.

2. Challenges

Please give examples of challenges that have been overcome – this might include resources, distance to travel, lack of confidence, public speaking, problem solving.

3. Types of activities and learning

Please give details of activities you/the nominee has taken part in and how you/the nominee applied learning to the STEM Ambassador role. We are particularly interested in how your/the nominee's contribution demonstrates outstanding performance. Please give details about your/the nominee's personal/professional achievement and why this is noteworthy. Examples could include you/the nominee demonstrating in practice what has been learnt from their studies, in a STEM Ambassador role.

4. Frequency of activities

Please use this section to indicate activity level by selecting the most appropriate answer.

5. Enhancement of understanding

Please give examples of how you/the nominee has enhanced young peoples' and teachers' understanding of following apprentice career paths. Examples could include giving a presentation on being an apprentice and following an apprentice route, the benefits of being an apprentice.

6. Apprenticeship

How has being a STEM Ambassador helped you/the nominee with your/their apprenticeship? Examples could include the skills you/the nominee has gained or developed which are needed/helpful for your/their apprenticeship e.g. presentation skills, how being a STEM Ambassador has broadened their/your own knowledge about STEM.

7. Impact

How has the nominee's/your apprenticeship impacted them, for example the impact on their ambitions and motivations? Examples could include a summary of their personal/professional aspirations and planned career path, the personal progress they have made.

8. Additional information

To ensure that we are able to judge your nomination against the others we receive, you are welcome to include feedback and testimonials from teachers, young people or colleagues.

To nominate now please click [here](#).

Most Dedicated Employer Award Guidance

1. Culture

Please demonstrate how the employer has deeply integrated the STEM Ambassadors programme into their culture. For example, are staff aware of the programme even if they aren't a STEM Ambassador themselves? Are senior staff active STEM Ambassadors? Are STEM Ambassadors featured in meetings or publications beyond CSR/Community engagement? Does the company have a policy for volunteering leave?

2. Challenges

Please explain what, if any, challenges have been overcome to support employees becoming STEM Ambassadors? For example, this might include resources, time commitments, organisation or internal adjustments.

3. Support

Please give evidence to show how the employer supported their employees registered as STEM Ambassadors in a number of ways and encouraged them to take part in regular volunteering activities.

4. Positive impact

Please demonstrate, by use of examples, how the STEM Ambassador programme has made a difference to the organization and its employees.

5. Promoting diversity

Please demonstrate how the organisation has promoted the diversity of employees within the STEM Ambassadors programme, for example by considering gender, qualification level, education route, age.

6. Type of educational establishments

Please use this section to indicate type of establishments.

7. Additional information

To ensure that we are able to judge your nomination against the others we receive, you are welcome to include feedback and testimonials or other evidence to support your nomination.

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Most Dedicated STEM Club Award Guidance

1. Who is involved?

Please provide evidence of the STEM Club working with a range of people, for example STEM Ambassadors.

2. Opportunities

Please give evidence of the STEM Club creating opportunities for young people and show how this has impacted positively on the Club's members. This might include activities/trips, meetings with STEM Ambassadors/employers, competitions, careers events.

3. Resources

Has the STEM Club found innovative ways to resource its club (this could refer to teachers, time, finances, equipment etc.), and has the STEM Club experienced any challenges related to this that they have managed to overcome?

4. Types of activities

Please explain how the STEM Club actively tries to engage and include the range of pupils that attend the school and their range of activities.

5. Innovative practices

Please give details of anything in the operation of the STEM Club that stands out as innovative and that could be shared as best practice.

6. Additional information

To ensure that we are able to judge your nomination against the others we receive, you are welcome to include feedback and testimonials or other evidence to support your nomination.

To nominate now please click [here](#).

Joan Sjøvoll Leadership Award Guidance

1. STEM agenda

Please give evidence of your/the nominee's commitment and dedication to leading the STEM agenda within a school. (You/the nominee should not be performing the STEM leadership role without financial reward).

2. Challenges

Please describe the challenges to engagement in STEM that the school has faced, how the school has overcome these challenges and how innovation or resourcefulness were demonstrated in tackling these challenges.

3. STEM culture

Please explain how you/the nominee has improved the STEM culture/ethos within a school? How have your/their actions caused this improvement, and was there a positive change in attitude towards STEM from students and/or other staff? How has the nominee/have you increased recognition of STEM by senior school leadership as an important aspect of the school's work? Has a school shifted towards a cross-curricular approach to STEM, with increased involvement from several departments?

4. Enhanced understanding & innovation

Please explain how you/the nominee introduced new approaches that have increased understanding of STEM subjects/STEM careers. How did these approaches increase understanding of STEM subjects/STEM careers? Do these new approaches demonstrate innovation or originality?

5. Types of activities

Please describe how you/the nominee involved multiple STEM subjects/departments in activities. Do activities include both curricular and extra-curricular elements (i.e. both timetabled and non-timetabled activity)?

Do your/their STEM activities include both whole-school/whole year group activities as well as initiatives that involve smaller numbers? Do your/the nominee's STEM activities involve a wide variety of students (e.g. students of different ages, socio-economic backgrounds, under-represented groups etc.)?

6. Additional information

To ensure that we are able to judge your nomination against the others we receive, you are welcome to include feedback and testimonials or other evidence to support your nomination.

To nominate now please click [here](#).

Most Dedicated Teacher Award Guidance

1. Outstanding commitment

Please give examples of commitment. Possible examples might include: being a STEM Co-ordinator within the school, using STEM Ambassadors, engaging in a broad range of STEM engagement e.g. careers events/workshops/challenges/project work.

Please give examples of impact or outcomes from STEM engagement. Evidence might include: young people attending STEM Club enrichment events, raising awareness of the increasing choices of STEM careers, increased use of STEM Ambassadors within school.

2. Overcoming challenges & breaking barriers

Please outline any challenges within school or externally in accessing STEM support. If there have been challenges, how have you/has the teacher overcome them in an effective and resourceful way? Evidence might include accessing time from within school, agreeing time with SLT/Head, accessing funding, working with your/their local Contract Holder and employers. Please provide examples of impact on approaches or in overcoming these challenges.

Please explain how you/the nominee works with young people, and understands and engages them in a way which is relevant and useful. Evidence may include addressing the needs of the school plan, linking STEM enrichment to the curriculum, using STEM Ambassadors to support career guidance, or a broad range of STEM engagement including careers events/workshops/challenges/project work/mentoring/engagement with different types of pupils across the school.

3. Use of our programmes

Please explain how you/the nominee engaged with our programmes, for example using STEM Ambassadors across disciplines, setting up a STEM Club/getting further assistance with an existing one, using STEM Advisors to access enrichment activities, accessing funding through the local Contract Holder and increasing employer links.

Please explain how you/the nominee made the most of our programmes to improve the opportunities for young people to be inspired by STEM subjects. Evidence might include the frequency of STEM Ambassador support, getting teachers and staff involved with STEM Clubs or STEM enrichment activities.

4. Encouragement in wider community

How have you/has the nominee actively increased engagement across the wider school community? Evidence may include creating or supporting a STEM Co-ordination role, a broad range of teachers involved in supporting STEM, more than one department involved at the school, a broad range of STEM Ambassadors used across departments, young people attending STEM Clubs and enrichment events, receiving internal or external funds, increased employer links across departments.

5. Types of educational establishments

Please use this section to indicate what type of establishment you/the teacher works in.

6. Additional information

To ensure that we are able to judge your nomination against the others we receive, you are welcome to include feedback and testimonials or other evidence to support your nomination.

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