

CATALYST CANADA HONOURS

**Celebrating Champions
of Women in the Workplace**

Key Dates

Emerging Leader nomination deadline: February 21, 2020

Champions announced: June 2020

2020 Catalyst Canada Honours Conference and Dinner:
Fall 2020 in Toronto

*Reminder, Champions must be available to attend the
2020 Catalyst Canada Honours Conference and Dinner.*

Questions?

Contact Catalyst Canada at +1 416 645 5868 or
canadahonours@catalyst.org.

About Catalyst

Catalyst is a global nonprofit working with some of the world's most powerful CEOs and leading companies to help build workplaces that work for women. Founded in 1962, Catalyst drives change with pioneering research, practical tools, and proven solutions to accelerate and advance women into leadership—because progress for women is progress for everyone.

2019 Catalyst Canada Honours Emerging Leaders Nomination Package

The Catalyst Canada Honours annually recognizes Emerging Leaders who value and accelerate workplace inclusion for women and, by doing so, are exceptional role models. Champions inspire other corporate leaders by intentionally and strategically creating inclusive workplaces where all women—regardless of race/ethnicity, sexual orientation, or ability—can thrive.

Catalyst Canada Honours Emerging Leader Champions

An **Emerging Leader Champion** is a non-executive leader at a for-profit company, subsidiary, limited liability partnership, commercial crown corporation, or commercial co-operative in Canada. Eligible nominees include leaders of programs or initiatives that are building inclusive workplaces and supporting the advancement of all women either within an organization or within a community.

Evaluation Criteria

Catalyst Canada Honours Emerging Leader Champions will have:

- Created measurable impact related to workplace inclusion and the advancement of all women in their organizations or communities.
- Actively influenced leaders, including men, to support the advancement of all women and promote inclusive workplaces.
- Role-Modeled inclusive leadership behaviours within their organizations and industries.

In selecting Emerging Leader Champions, Catalyst assesses a variety of strategic approaches taken by nominees, such as creating targeted initiatives and leading innovative efforts that drive change at their organization. The results of a nominee's work must demonstrate that they have enabled women's advancement—including women of under-represented racial/ethnic groups—and contributed to creating a more inclusive workplace.

Profiles of previous winners may be found on the [Catalyst Canada Honours Champions webpage](#).



Eligibility

Before submitting a nomination, please note the eligibility requirements outlined below. Applicants are encouraged to listen to the webinar, [How to Apply for the Catalyst Canada Honours](#) in December to assess eligibility before writing a nomination.

- To be considered eligible for the Catalyst Canada Honours Emerging Leader Champion award, a nominee must:
- Be a member of one of the three Champion categories at the time of nomination and the time of the public announcement of winners (June 2020).
- Be employed by a for-profit company or subsidiary incorporated in Canada, a Canadian limited-liability partnership, a commercial crown corporation, or a commercial co-operative in Canada.
- NOT be employed by an organization that is a finalist for the Catalyst Award in the same calendar year.

In addition, all nominees must agree to, if selected as an Emerging Leader Champion:

- Allow their name to be announced publicly.
- Review a written profile prepared by Catalyst to be used in publicity.
- **Attend and participate in the Catalyst Canada Honours Conference and Dinner in Fall 2020 in Toronto.**

Nomination Process

To nominate an individual for the 2020 Catalyst Canada Honours, please submit 1) contact information for both the nominee and the nominator as specified below, and 2) answers to the Nomination Questions below to canadahonours@catalyst.org by **February 21, 2020**.

Nomination Requirements

- Nomination essays must be submitted in either Microsoft Word or PDF format.
- Additional information may be requested by the Evaluation Committee; do not submit any supplemental materials unless they have been requested.
- If a nominee is short-listed, the names and contact information of **three to four references** will be required and interviews will be scheduled. References must be able to speak to aspects of the nominee's work as presented in their nomination materials.
- All nominators will be notified as to whether their nominee(s) will be honoured prior to the public announcement in June 2020.
- Correspondence with a nominee may be required in order to write their profile, discuss the conference, and provide dinner information.

Nominator Contact Information

First Name

Last Name

Relationship to Nominee

Title

Company/Firm

Address

Telephone

Email

Executive Assistant Name

Assistant's Telephone

Assistant's Email

Nominee Contact Information

Nomination Category

Company/Firm Leader

Business Leader

First Name

Last Name

Title

Company/Firm

Address

Telephone

Email

Executive Assistant Name

Assistant's Telephone

Assistant's Email

To be completed by the nominator

Provide detailed answers, with examples, to the questions below in the order in which they appear. Number your answers. We will reach out to you if any additional materials are needed.

- 1. Describe why you think the nominee should be recognized as a Catalyst Canada Honours Emerging Leader Champion, based on the evaluation criteria. Please include specific examples, and any measurable results where possible, regarding the nominee's impact on workplace inclusion and women's advancement. Consider the following as guidelines when answering:**
 - a. Has the nominee led a project or initiative that directly impacted women at their organization? If so, what have been the success factors for this initiative?
 - b. Can you provide specific examples of how they have contributed to the creation of an inclusive culture within their team, or more broadly at their organization?
- 2. How has the nominee actively influenced leaders, including men, to support the advancement of all women and promote an inclusive workplace?**
- 3. Is there any additional information about the nominee that you feel the Evaluation Committee should know?**

