



# The Registered Trainer of the Year Award Entry Criteria, Judging Process & Tips for Success

## Award Entry Criteria

Exclusively for Trainer Courses Ltd Registered Trainers, the Registered Trainer of the Year Award is completely **FREE**, and we encourage all our Registered Trainers to consider submitting an entry, regardless of how long they have been registered for.

Registered Trainers must ensure they have a minimum of one of their trainer registrations and certifications in date when entering. Entrants will be impartially judged on the following core values:

- Leadership
- Learner Focused
- Ethics
- Personal Development
- Supporting Evidence

If you are a Trainer Courses Ltd Registered Trainer and believe you have made a positive impact within the healthcare training sector, you can enter the awards, which will take place remotely throughout May and June 2021.

Award assessment is by written entry form submission and evidence, which will be assessed by an impartial Award Judging Panel. Entrants will be accepted up to midnight on the 4 June 2021 with the final announcement taking place on the 30 June 2021.



## Award Judging Process

The Registered Trainer of the Year Award has been accredited with the Awards Trust Mark demonstrating our commitment for complete transparency and fairness.

- All entries submitted will be presented to the Awards team.
- The Awards team will check all entries to ensure they are eligible.
- The Awards team will collate written entry submissions and supporting evidence for the judging phase.
- All eligible entries will be presented to the Award Judging Panel 10 days prior to the Judging Day for an initial review.
- Each Judge will use their knowledge and expertise to impartially assess and score each entry.
- The Judging Day allows all Judges to have the opportunity to meet, present and discuss their scores and recommendations.
- At the end of the Judging Day, successful entrants will be selected into four stages; special mentions; shortlisted; finalists and a winner will be chosen.
- If all Judges are unable to agree and determine an overall winner, the Chair of the Award Judging Panel will make the final decision.
- The Winner will be announced during the Awards ceremony.

If you require any further information please contact our centre support team on **0800 644 68 45** or email: [info@trainercourses.com](mailto:info@trainercourses.com)



# Tips for Success



Leadership



Learner Focused



Ethics



Personal Development



Supporting Evidence

## Evidence

Judges will be looking for validity, so submitting supporting evidence will increase your overall chances of success.



Course Evaluation Forms

Certificates

Third Party Accreditations

Employer Endorsement

Previous Awards

External Quality Reports

Memberships

Testimonials / Reviews

Photos

Personal Accolades

Explain your role and give examples of the qualities you embody



Passion as a trainer

Role model

Setting an example

Give examples of your continuing personal development



Expanding training portfolio

Accomplished something outside comfort zone

Give examples of how you have positively impacted your learners



Assisted with learning difficulties

Provided above and beyond support



## REGISTERED TRAINER CORE VALUES

Give examples of how you conduct yourself ethically



Member of an Association's Code of Ethics / Conduct



t. 0800 644 68 45

e. info@trainercourses.com