# RACP Mentor of The Year Award 2025

**Closing date: 5pm AEST, Monday 30 September 2024**

Submit this nomination form together with supporting documentation in PDF format and email to [foundation@racp.edu.au](mailto:foundation@racp.edu.au) with the subject “RACP Mentor of the Year Award”

***Note:*** *A nomination is not complete and cannot be progressed unless all required documentation is provided.*

**Terms & Conditions:**

The [Terms and Conditions for College meritorious awards and prizes by nomination](https://www.racp.edu.au/foundation/terms-and-conditions/meritorious-awards-by-nomination) apply.

The College [Conflict of Interest Policy](https://www.racp.edu.au/docs/default-source/default-document-library/pol-conflicts-of-interest.pdf?sfvrsn=4) and [Privacy Policy](https://www.racp.edu.au/docs/default-source/default-document-library/pol-privacy-personal-information.pdf?sfvrsn=4) apply.

**Nominee details:**

|  |  |
| --- | --- |
| MIN: |  |
| Title: |  |
| Name: |  |
| Address: |  |
| Telephone: |  |
| Email: |  |
| Division /  Faculty / Chapter: |  |

**Nominated by:**

|  |  |  |  |
| --- | --- | --- | --- |
| MIN: |  | Status: | Fellow  Trainee |
| Title: |  | | |
| Name: |  | | |
| Address: |  | | |
| Telephone: |  | | |
| Email: |  | | |
| Division /  Faculty / Chapter: |  | | |

Provide a Statement of Support for the nominee below:

|  |
| --- |
| *(Max 500 words)* |

**Nominator’s relationship to Nominee** (please give details of any professional relationship and/or personal knowledge)**:**

|  |
| --- |
| *(Max 200 words)* |

I have notified my nominee of my intention to nominate them.

**Eligibility:**

I confirm that the nominee:

is a Fellow of the Royal Australasian College of Physicians, its Divisions, Faculties or Chapters;

has not been a previous recipient of the Mentor of the Year Award;

has not been a previous recipient of any of the other major awards from the RACP (The John Sands Medal, College Medal, RACP International Medal, RACP Medal for Clinical Service in Rural and Remote Areas, Eric Susman Prize or Neil Hamilton Fairley Medal);

is aware that I intend to nominate them and has granted any permissions necessary, including permission to use the citation provided in College communications, both print and digital.

Please set out details of how you believe the nominee has demonstrated the following:

1. **Contribution**

Provided mentoring over a sustained period, thereby contributing meaningfully to the College and trainee development.

|  |
| --- |
| *(Max 100 words)* |

1. **Professional Development of trainees**

Established explicit training expectations and provision of constructive feedback to guide trainees in their learning and development.

|  |
| --- |
| *(Max 100 words)* |

1. **Education and Training**

Provided a training environment conducive to good practice and actively helping trainees met their career objectives.

|  |
| --- |
| *(Max 100 words)* |

1. **Mentoring and Support**

* Intellectual and tangible support for development of trainee research projects
* Credit and visible promotion of trainee achievements in the work environment, where appropriate.

|  |
| --- |
| *(Max 100 words)* |

Please provide an appreciation and evaluation of the contribution of the nominee over the relevant period. This must include details of the contribution made by the person nominated and the impact of these contributions on others and/or how these efforts have contributed in a meaningful way to College trainee development. The assessment of the contribution of the nominee in relation to others is emphasised as being an essential part of the nomination.

|  |
| --- |
| *(Max 100 words)* |

**Supplementary Information:**

Please provide any further information that you consider may be of relevance to this nomination.

|  |
| --- |
| *(Max 100 words)* |

Has the nominee’s contribution been recognised elsewhere (e.g. in the media, by other awards, professional/interest groups, local government or the College)?

|  |
| --- |
| *(Max 100 words)* |

**Supporting Documentation Required:**

CV of nominee (including a 1-page Executive Summary if over 7 pages)

Two signed letters of support from referees, other than the nominator  
(provide details on the following page)

Citation for the nominee (up to 200 words) – *optional, to be used in College communications (print and digital) if the nomination is successful*

**Other supporting documentation** (up to 2 documents with no more than 3 pages each):

I certify that:

I have read the Terms and Conditions for [[Terms and Conditions for College meritorious awards and prizes by nomination](https://www.racp.edu.au/foundation/terms-and-conditions/meritorious-awards-by-nomination)](https://www.racp.edu.au/about/foundation/terms-and-conditions/awards-and-prizes-valued-5000-and-under) and as nominator agree to abide by them.

The information supplied in this nomination is true and correct. I understand that the Royal Australasian College of Physicians may wish to verify this information with any institution or individual. The nominee and I consent to such inquiries being made as part of the selection process.

Signature: Date:

# REFEREE DETAILS

Two letters of support from referees **must** be submitted. Referees must be able to make direct comment on the contribution/service of the Fellow you are nominating.

# REFEREE A

|  |  |
| --- | --- |
| Title: |  |
| Name: |  |
| MIN (if applicable): |  |
| Organisation/Position: |  |
| Telephone: |  |
| Email: |  |

**REFEREE B**

|  |  |
| --- | --- |
| Title: |  |
| Name: |  |
| MIN (if applicable): |  |
| Organisation/Position: |  |
| Telephone: |  |
| Email: |  |