

VOLUNTEER OF THE YEAR 2023

Rules and Regulations

ELIGIBILITY

1. To be eligible to participate in the award (as a nominator or a nominee), you must be a current CMI or IC member.
2. In addition, to be eligible to participate in the award (as a nominator or a nominee), you must be a current volunteer member of one of the following CMI volunteer communities (or have been a volunteer member for at least 6 months between 1st May 2022 - 1st May 2023):
 - UK Regional & Devolved Nation Boards
 - International Regional Boards - Hong Kong; Malaysia; Sri Lanka; Singapore
 - Board of Companions
 - CMI Women Advisory Committee
 - IC Advisory Committee
 - CMI Race Equity Committee
 - ChMC Oversight Board
3. Only volunteer members from the above listed volunteer communities can nominate or be nominated.
4. Members can self-nominate, but must include a referee who is also (i) a CMI or IC member, and (ii) a volunteer member from one of the above listed volunteer communities.
5. The activity that the volunteer is being nominated for should have taken place between 1st May 2022 and 1st May 2023.

ENTRY PROCESS

1. The award opens on 10th January 2023. The closing date for submitting entries will be **midnight Saturday 1st May 2023**. No further entries will be accepted after this date.
2. Entries must be submitted using the online forms available from: <https://www.managers.org.uk/community/awards/volunteer-of-the-year/>
3. Entries for the CMI Volunteer of the Year Award will be automatically bound by these competition rules.

4. The award organisers reserve the right to exclude an entry altogether at their reasonable discretion. The nominator and nominee will be notified if an entry is excluded in this way.
5. Once submitted, the entry cannot be withdrawn unless CMI agrees to do so.

COMPETITION CATEGORY

CMI Volunteer of the Year

The winner will hold a volunteer position on a CMI or IC Regional Board, Hub or other board or committee and will have demonstrated alignment with, and support of, CMI's Vision and Mission, CMI's Values, CMI's Strategic Objectives and CMI's Professional Standard, and shown a high level of commitment, dedication and impact.

SELECTIONS

1. The overall winner will be selected by CMI's panel of judges from the shortlisted entries.
2. Only one overall winner will be awarded.
3. The shortlist will feature four nominees and will be announced in June 2023.
4. The overall winner of the CMI Volunteer of the Year Award will be selected from the shortlist and will be announced at an Awards ceremony in Autumn 2023. Shortlisted entrants should be available to attend the ceremony.
5. The winner of the CMI Volunteer of the Year Award will receive a trophy and certificate. These will be presented at the ceremony in Autumn 2023.
6. The winner agrees to work with CMI to jointly promote the CMI Volunteer of the Year Award and the activities of both the individual and CMI.

EXCLUSIONS

1. The Chartered Management Institute, its affiliates, subsidiaries and their respective employees, officers, directors, trustees, agents, consultants, contractors and their family members, and members of CMI operational committees are not eligible to participate. (CMI's operational committees include Remuneration Committee; Finance & Audit Committee; Regulation Compliance Committee; Complaints & Investigations Committee; Nominations Committee.)
2. CMI's decisions on all matters concerning the award, including the acceptance of entries, the nomination of winners and any other matters, will be final and binding. No correspondence or discussion will be entered into.
3. For further information and contact details regarding the CMI Volunteer of the Year Award, visit: <https://www.managers.org.uk/community/awards/volunteer-of-the-year/>

Data received from those expressing their interest to enter or to make a nomination will be used for the following purposes:

- (i) to process and manage the entry
- (ii) to administer the competition
- (iii) for sending direct communications relating to the award and entry process.

In addition, by making a submission, each entrant:

- a. grants CMI permission to use their name and likeness for the purpose of organising and/or managing the awards, for announcing the winner of the award and for related award purposes;
- b. grant CMI the right to publish the winning entry themselves (including, but not limited to, photos, videos and text).

Our privacy policy can be viewed at: <https://www.managers.org.uk/policies/privacy-policy>