

Wellbeing in the Workplace Award

Before you submit an entry for this TheMHS Award, here is everything you need to know in terms of eligibility and entry criteria for this specific category.

Explore the different aspects you need to have in mind before submitting your application and find out what our Judges will be looking for. An example of a winning entry can be found [here](#).

Eligibility

- Minimum time of operation rule: entry must have been in operation for a minimum of 2 years before the closing date that is prior to **20th April 2021**.
- Entries can be submitted in one award category only.
- Different parts of a larger organisation may enter different award categories.
- Award Winner's from the previous year are not eligible to enter a submission.

Entry Guidelines

Submissions must include:

PART A

- A Brief description of the program/initiative entered for the award (max. 150 words). This should describe the essence of your entry as to an audience or journalist. This will be used in preparing the book of Award winners should the entry be successful.
- Background description of organisation (max. 150 words). This will include e.g., corporate/public organisation, sector, number of employees who have access to the wellbeing program/initiatives, budget and funding sources for the wellbeing program/initiatives, etc – 150-word limit. This will be used in preparing the booklet of Award winners should the entry be successful. (Please note if you exceed the word limit, only the first 150 words will be used.)

PART B (submitted as a PDF file 5MB max)

- [Entry Template](#)
All entries must use TheMHS entry template and enter information in the relevant sections to be eligible for entry.
- Additional Information about Entry (1 x A4 page).
Please expand upon the brief description given in Part A.
- Address the following Criteria (max. 10 X A4 pages).
Judges allocate marks to each of the four criterion, and all criterion should be clearly addressed.

1. Evidence of mental wellbeing as a strategic organisational priority supported by clear goals. This includes evidence of the supporting interventions / initiatives developed and implemented to achieve the strategy.
2. Evidence of innovation and/or recognised best practice.
3. Evidence of co-design or collaboration with those with a lived experience of mental health challenges in the planning, implementation, and evaluation of workplace wellbeing strategy.
4. Evaluation of the effectiveness of wellbeing interventions and the evidence of positive outcomes and impact to the organisation, workplace and community.

E.g., Data collection and its use including graphs and tables, achievement of performance indicators (e.g. attendance figures, outcome measures, number of document downloads, page views, click through rates).

- Conclusion (1/2 x A4 page).
- Referees (1/2 x A4 page). Nominate two referees who can be readily contacted by phone. Please include name, organisation, role, email and phone contact. Please note that referees must be familiar with the work being submitted, but not a part of it so as they can provide an independent perspective.
- Appendix of Support Material (max. 8 x A4 pages).

Page and word limits must be strictly adhered to. Any submission that exceeds the stated maximum will not be accepted and returned for review.

Links to other documents or websites may only be included in the Appendix/Supporting Material Section (2xA4 Pages) and are not to be included anywhere else in the submission. Links to other documents or websites in the main submission will not be considered by the judges.

Please directly copy all content/essential information to be reviewed by the judges in the main submission as links within the Appendix/Supporting Material Section will only be viewed at the judges' discretion.

Disclaimer

- Judges reserve the right to refuse an entry if they feel that it does not meet the selection criteria as listed under "Entry Guidelines" > "Part B".
- Judges reserve the right to withdraw a TheMHS Award at any time, including after the Award is granted, if they find that the entrant does not comply with the entry conditions.

For any questions or concerns, including guidance about the most appropriate



category, please email awards@themhs.org