



**ANNUAL NCWSBA  
WOOL BROKER AWARD  
2020**

**NOMINATION INFORMATION AND  
APPLICATION FORMS**

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## 2020 WOOL BROKER AWARD

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### Introduction

The National Council of Wool Selling Brokers of Australia's Annual Wool Broker Award recognises and rewards excellence in wool broking in Australia. The Award recognises client servicing, auctioneering and/or innovation by a wool broker staff member who has been in the wool broking industry for 10 years or less and who is working for a NCWSBA member. It has been offered since 2012 and has become a widely-recognised and prestigious Award both in Australia and internationally.

### Objectives of the Award

The objective of the Award is to encourage newer members of the Australian wool broking industry and promote excellence in all aspects of wool broking. A second objective is to promote both wool broking (and the Australian wool industry) as an interesting prospective career for young people, including graduates. A third objective is to raise the profile of and increase the understanding of the important role of wool brokers.

### The Award in 2020

The prize for the 2020 winner is an economy airfare, accommodation and Congress fees to attend **the IWTO Congress in Kyoto, Japan in May 2021**. A tour of the Japanese wool textile industry and the retail industry will also be arranged.

The Award recipient will be exposed to the wider wool industry beyond greasy wool auction as well as the international trading rules system for wool. This will provide international networking opportunities and a significant learning opportunity. The winner is expected to provide a report to NCWSBA about their experiences of attending the IWTO Congress.

The short-listed Finalists will be interviewed for a profile piece in Sheep Central on-line news site. These interviews will be conducted in July and profiles will be run in late July-early August in the lead up to the NCWSBA Annual General Meeting and the Wool Week dinner when the Winner will be announced.

The Award winner will be interviewed by staff from Sheep Central at the time of the Award presentation at the Wool Week dinner and again on their return from the IWTO Congress. The 2020 Award winner will also be required to give a presentation to the NCWSBA Annual General Meeting in 2021 on their experiences.

### Eligibility to Apply – Broker Staff

Broker staff who are employed in any aspect of wool broking (district wool officers, auctioneers, administration, risk management, technical officers) for 10 years or less and who currently work for a NCWSBA member company are eligible.



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### **Nomination Process – NCWSBA Member Companies**

Each NCWSBA member company is invited to nominate staff members for the Award via a nomination form, a candidate's application form and a supporting written submission. Each member company can nominate as many staff members as they see fit. Full details on how to apply, including the assessment criteria, are provided on pages 3 and 4.

### **Sponsors**

Sheep Central is the official media sponsor of the Award and the Australian Wool Testing Authority is the official industry sponsor of the Award.

### **Timetable in 2020**

First call for nominations	31 <sup>st</sup> March 2020
Follow up call for nominations	March to June 2020
Nominations close	26 <sup>th</sup> June 2020
Selection of Finalists and Finalists notified	by 24 <sup>th</sup> July 2020
Profile pieces of Finalists in Sheep Central on-line news site	July-August 2020
NCWSBA Annual General Meeting	27 <sup>th</sup> August 2020 RACV Club, Bourke St, Melbourne
Announcement of the 2020 Award Winner	Wool Week dinner, 27 <sup>th</sup> August 2020 Level 17, RACV Club, Bourke St, Melbourne

NOTE: Finalists are expected to attend the NCWSBA Annual General Meeting on 27<sup>th</sup> August to give a short presentation, with their attendance paid for by their employer.

### **Return address for applications:**

Chris Wilcox  
Executive Director  
NCWSBA  
Gate 4, 29 Frederick Rd  
Tottenham VIC 3012  
Email: [info@ncwsba.org](mailto:info@ncwsba.org)



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### Nomination, Assessment Criteria and Selection Process

#### **A. Nomination**

Each NCWSBA member company is invited to nominate staff members for the Award via this entry form and a supporting written submission. **Each member company can nominate as many staff members as they see fit.**

The submission to support the nomination would be provided by the candidate AND the NCWSBA member company via:

- Candidate application form (see attached), which includes candidate's work history in the wool broking industry (years, work locations, roles and companies)
- A written statement by the candidate stating why they are a suitable candidate for the award, what activities they have performed and in what way they have achieved excellence in the roles and activities, with an emphasis on the Assessment Criteria. **This statement should address the assessment criteria and include at least one specific and detailed example of how the candidate achieved excellence with service delivery, marketing, administrative change or any other activity.**
- A completed nomination form from the candidate's employer (must be a NCWSBA-member company) in support of the candidate (see attached).
- A supporting statement from the candidate's employer (a NCWSBA member) as to how the candidate has met the Assessment Criteria and has achieved excellence.
- The name and contact details of three referees (see attached). Where possible, this should include at least one client (it is noted that this may not be possible for administrative staff) and could also include other wool broking staff (including an immediate superior) and wool buyers, if appropriate.
- Please provide typed, not handwritten, applications.

**PLEASE NOTE:** Information provided in each application may be provided to the media. Applicants should therefore note any part of their applications that should be treated as confidential.

#### **B. Assessment Criteria**

All applications will be assessed against the following nine criteria:

1. Innovation:

Demonstrate an innovative approach to a specific issue.

2. Delivery:

The ability of the candidate to carry out and deliver the innovation or service, both in the specific example and routinely.



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### 3. Business outcomes:

The extent, scale and sustainability of the candidate's work to deliver commercial outcomes to the business (for example, increased revenue, volumes, cost savings and so on).

### 4. Performance standards:

Maintaining excellence in their work, including attention to detail in preparing and delivering service to their clients (both internal company and external clients, as appropriate).

### 5. Ethics:

The candidate must demonstrate honest and open conduct in business, in accordance with the NCWSBA Code of Conduct.

### 6. Presentation:

Maintain an image of professionalism and enthusiasm which promotes the image of both the employer and wool broking. This image is both in terms of work activities and personal presentation.

### 7. Dedication:

A willingness to take on low-profile and high-profile tasks, including those that are outside the recognised job scope and those which receive little or no wide recognition.

### 8. Business relations:

Excellent communication skills with growers, buyers, suppliers, other company staff and so on.

### 9. Industry Awareness:

Demonstrate an understanding of industry issues and trends which affect the Australian wool broking business and the Australian wool industry.

## **C. Selection Process**

Applications will be assessed by an independent Selection Panel against the Assessment Criteria. The Selection Panel will assess the written submissions against the above criteria.

The Panel will prepare a short-list of Finalists from the written applications by 24<sup>th</sup> July. The selected Finalists will make a short, formal presentation on the morning of the NCWSBA AGM to the Selection Panel and to NCWSBA members. This will be on Thursday 27<sup>th</sup> August 2020 during Wool Week in Melbourne (venue to be advised). The Selection Panel will then make a final decision and the Award Winner will be announced at the AWIS Wool Week Dinner at the Dining Room, RACV Club, Bourke St, Melbourne on the evening of 27<sup>th</sup> August 2020.



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The short-listed candidates will be expected to attend the NCWSBA Annual General Meeting and the Wool Week dinner on 27<sup>th</sup> August. The cost of the candidate attending the final interview, the NCWSBA AGM and the Wool Week dinner is to be borne by the candidate's employer. This cost will include travel, accommodation, meals and other Wool Week costs.



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**2020 NCWSBA Wool Broker Award  
CANDIDATE APPLICATION FORM**

NAME:

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COMPANY

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ADDRESS

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TOWN

POSTCODE

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PHONE

MOBILE

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EMAIL

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YEARS IN INDUSTRY WOOL BROKING

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**BRIEF EMPLOYMENT HISTORY**

EMPLOYER	START DATE	YEARS	POSITION

**PLEASE PROVIDE FULL DETAIL AGAINST THE NINE SELECTION CRITERIA IN A WRITTEN SUBMISSION TO BE PROVIDED WITH THIS APPLICATION FORM.**

**PLEASE NOTE:** Information provided in each application may be provided to the media. Applicants should therefore note any part of their applications that should be treated as confidential.

**APPLICATIONS CLOSE ON 26<sup>TH</sup> JUNE 2020**

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_







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**2020 NCWSBA Wool Broker Award**  
**NAME AND CONTACT DETAILS FOR REFEREES**

**REFEREE NUMBER 1**

NAME: \_\_\_\_\_  
BUSINESS RELATIONSHIP \_\_\_\_\_ (Client, buyer, etc)  
ADDRESS \_\_\_\_\_  
TOWN \_\_\_\_\_ POSTCODE \_\_\_\_\_  
PHONE \_\_\_\_\_ MOBILE \_\_\_\_\_  
EMAIL \_\_\_\_\_

**REFEREE NUMBER 2**

NAME: \_\_\_\_\_  
BUSINESS RELATIONSHIP \_\_\_\_\_ (Client, buyer, etc)  
ADDRESS \_\_\_\_\_  
TOWN \_\_\_\_\_ POSTCODE \_\_\_\_\_  
PHONE \_\_\_\_\_ MOBILE \_\_\_\_\_  
EMAIL \_\_\_\_\_

**REFEREE NUMBER 3**

NAME: \_\_\_\_\_  
BUSINESS RELATIONSHIP \_\_\_\_\_ (Client, buyer, etc)  
ADDRESS \_\_\_\_\_  
TOWN \_\_\_\_\_ POSTCODE \_\_\_\_\_  
PHONE \_\_\_\_\_ MOBILE \_\_\_\_\_  
EMAIL \_\_\_\_\_

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**Referee list**



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### CANDIDATE CHECK-LIST (do not submit – for own use)

Tick off the items listed below to ensure you have provided all requirements for the application form and addressed all the selection criteria in your application.

#### 1. Assessment Criteria

	Criteria	Addressed
1	Innovation	
2	Delivery	
3	Business outcomes	
4	Performance standards	
5	Ethics	
6	Presentation	
7	Dedication	
8	Business relations	
9	Industry Awareness	

#### 2. Application Form Sections

Section	Provided
Completed and signed Candidate Application Form	
Written statement from the candidate (Including one specific and detailed example of achieving excellence)	
Completed and signed Employer Nomination Form	
Supporting statement from employer	
Name and contact details of three referees	