

Mandate of the Committee

To promote the CPHR Alberta Celebrating Excellence Awards program and select the recipients of the Award of Excellence (Team & Individual), Distinguished Career, Community Champion, Strategic Innovator, Leader of the Year and Rising Star Award.

Reporting Relationship

The Committee will report to a staff representative from CPHR Alberta, as assigned, and the CPHR Alberta staff member will report to the Manager, Member Services.

Committee Responsibilities

- Be available to meet (via conference call) and regularly through e-mail
- Familiarize yourself with the award criteria and selection process
- Review nomination forms and follow up with Nominator(s) for further information if necessary
- Brainstorm ideas to increase awareness of the Celebrating Excellence Awards
- Spread the word of the HR and business community about the awards
- Work collaboratively as a team to bring forward strategies to improve overall selection processes.

Staff Responsibilities

- Manage the nominations
- Collect and deliver the nominations
- Work with committee and develop awards selection schedule
- Communicate and manage nominees

Membership Qualifications

- Must be a member of CPHR Alberta
- Mix of membership categories (CPHR, Associate/General)
- Diversity of geographical location (e.g. Northern, Central & Southern Alberta)

Meetings/Time Commitment

Meet bi-weekly via conference call over the noon hour between January – April. More time may be involved to work on evaluations and discuss as a group.

Budgetary Authority

CPHR Alberta staff only.