

Outstanding Operator/Technician/Trade Woman Award

This category recognises an outstanding woman who has broken new ground for women in non-traditional fields. It also recognises her contribution to the resources sector and broader community.

Job roles (with vocational qualifications) in this category may include Production Technician, Control Room Panel Relief Technician, Production Specialist, Maintenance Technician, Maintenance Specialist, Lab Technician/Analyst, Process Operator, Control Attendant, Planner, Machine/Plant Operator, Electrician, Fitter, Plumbers, Boilermaker and Welder.

Selection Criteria

1. Life Journey (max. 300 words)

Describe the nominee's life journey. This section should provide background and context to the nominee's achievements and success. Consider including:

- Early life and family background
- Education
- Life experiences or personal challenges and how they shaped the nominee's values, motivation or resilience. These may include caring or family responsibilities, migration, illness, volunteering, military service, elite sport or other formative life experiences.

Tips:

- Focus on the nominee's personal story. Career journey and achievements are covered in the following sections.
- Nominations are assessed in confidence. If mentioning personal challenges, include enough detail for judges to understand their significance and the impact they had.

2. Career Journey (max. 400 words)

Describe the nominee's career journey, highlighting key milestones and transitions. For example:

- Entry into the resources sector
- Notable promotions, career advancements, and changes in responsibilities
- Challenges or barriers faced and how they were overcome
- Key career decisions, opportunities or experiences that shaped the nominee's career.

Tip: This section should provide judges with an overview of the nominee's full career journey, not just their current role or employer.



3. Career Achievements (max. 400 words)

Describe the nominee's most significant professional achievements and their impact. Consider including:

- Contributions to successful projects, tasks or operations
- Demonstrations of technical expertise and proficiency in trade-specific skills
- Continuous improvement efforts
- Awards or recognition received for professional achievements.
- Demonstration of leadership skills
- Examples of innovative solutions or approaches the nominee has implemented to address challenges or improve processes.

4. Contribution (max. 400 words)

Describe how the nominee has contributed to the resources sector and/or wider community beyond the expectations of their role. This may include activities that support others, foster inclusion, or advance the industry as a whole. For example:

- Mentoring.
- Volunteering for industry-related or community initiatives.
- Establishing peer support groups.
- Participating in or organising workshops, seminars, or conferences.
- Engaging in outreach programs to inspire and educate the next generation of women in resources
- Leading or supporting charitable or social responsibility projects.
- Other initiatives that support the recruitment, retention or promotion of women in your workplace or the broader industry.

Submission Requirements

Photo – you must provide at least 1 (preferably 2) high-resolution photograph of the nominee.

Note that the photo submitted with the nomination will be the photo published throughout the entire awards process (if selected as a finalist). The turnaround between finalists being selected and public announcements being made is very tight so there is no opportunity to submit new photos. Please read the specifications below carefully.

CV – A brief resume (CV) of the nominee, including at least one Referee. Must be in pdf format.

Photo Specifications

- The nominee should be the **only person** in the photograph
- **No** sunglasses
- Minimum size 1MB. Please don't send us tiny photos that are only a few kb in size! They look very grainy and unprofessional when published online and in print.



- We should be able to clearly see the nominees face and eyes in at least one of the photos, avoid photos taken from a distance.
- Photos should be in **colour**
- If possible we recommend including both a corporate photo and a site photo.

Eligibility

- The awards are open to residents of WA currently working in the mining and resources sector
- Employees of both CME member and non member are welcome to apply
- Previous finalists/winners of WIRA can re nominate after 7 years. This does not apply to the company initiative category unless nominating the same initiative.

Privacy Statement

- The collection of the entrant's personal information is necessary for the purposes of the awards.
- Personal information will be used by CME to assess entries and to contact entrants.
- CME may use the information collected from award entries in promotional materials, including in the media. Approval will be sought from the nominee prior to publishing.

Nomination Tips

- **Read ALL the criteria first:** Before you start writing, read all the criteria to understand what information belongs in each section. Judges assess each criterion separately and may not be able to award full marks if relevant information is included under the wrong heading.
- **Focus on the Nominee:** Company, project and team information should provide context, but judges need to clearly understand the nominee's personal contribution and impact.
- **Tell a Story:** Think of the nomination as a mini-biography. Lead the judges through a clear, engaging narrative that highlights the nominee's journey and achievements. Avoid bullet points and headings as they break the flow of the story.
- **Optimise Word Limit:** Successful nominations typically use most of the available word limit in each section. The word limits have been designed to allow enough space to provide context, explain achievements and demonstrate impact. If your response is significantly under the word limit, ask yourself whether a judge would be left wondering **how, why** or **how do you know?**
- **Write for a General Audience:** Be mindful of using jargon, technical terms, or project-specific language. Judges come from diverse backgrounds and may not be familiar with every acronym, system, or methodology. Avoid long, complex sentences and instead use clear, simple language to ensure your nomination is easy to read.
- **Build Strong Paragraphs:** A strong paragraph often begins with a key statement, followed by supporting information that helps judges understand its significance. Consider including some of the following, where relevant:
 - ▶ **The challenge:** What challenge, opportunity or situation prompted the nominee's actions?
 - ▶ **The actions:** What did the nominee do? What was their personal contribution?



- ▶ **The impact:** What changed as a result? Include measurable outcomes wherever possible (e.g. percentages, cost savings, timeframes or participation rates).
- ▶ **The personal perspective:** If relevant, how did the nominee respond to the situation? What motivated them, what obstacles did they overcome, or what did they learn from the experience?

Not every paragraph will include all of these elements. Consider which are most relevant to the point you are making.

- **Support descriptive language with evidence:** Descriptive words such as *innovative*, *instrumental* or *pivotal* are subjective and difficult to assess without context. If your sentence or paragraph begins with descriptive language or a summary statement, please follow it up with supporting information i.e what the nominee actually did to be viewed as instrumental, and the measurable impact it had.
- **Review for Impartiality:** After writing the nomination, step back and read it as if you know nothing about the nominee. Does the story flow? Are the achievements and challenges clear? Are summary statements and opinions about the nominee supported with descriptions, examples or measurable outcomes where appropriate? Would a reader understand why this person stands out?
- **Paragraphs:** Before submitting your nomination, make sure you have used paragraphs throughout your response. Well-structured paragraphs make nominations much easier for judges to read and assess.

Contact Details

All enquiries should be directed to c.cole@cmewa.com or 0437 734 254.