

THIS FORM IS TO HELP YOU PLAN YOUR APPLICATION ONLY  
THIS IS NOT AN ENTRY FORM  
ALL ENTRIES MUST BE SUBMITTED VIA THE DIGITAL FORM ON THE WEBSITE AT  
BBEA.COM.AU APPLICATIONS CLOSE SUNDAY JUNE 2, 11.59PM



## Young and Professional Award 2024

Presented by Mandalay Resources.

Recognising our emerging business leaders highlights the future success of Greater Bendigo. This award importantly focusses on young people making waves in our business community. Applicants for this category must be aged between 18 to 35 and can come from any industry sector, working or operating at any level of business.

### Entry Criteria

- Any individual person entering for an individual category must have worked within the business for a minimum of 12 months to be eligible.
- Nomination, or submitting an application for a business award category does not automatically qualify an individual from that business to enter an individual award category; they must be nominated separately to be eligible.
- To enter this category, your business or employer must be located in the Greater Bendigo Local Government Area.

### Additional category specific criteria also applies.

- The application must be completed by the named applicant.
- Applicants for this category must be aged between 18 to 35 and can come from any industry sector, working or operating at any level of business.

### 1. Tell us about the vision, values and purpose of your business or the organisation you work for, and how do you actively support them?

*More information / What the judges are looking for: Clearly detail the vision for your business, the values your business aspires to operate within and why your business exists. Make sure you explain why these answers are important to you and your business.*

a) Vision:

b) Values:

c) Purpose:

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## 2. What is your role? Tell us about your position and responsibilities

**More information / What the judges are looking for:** Assume the judges know nothing about your business and product, and explain exactly what your business does and the role you play in it. Detail how your role in the business helps it achieve its goals.

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## 3. What is your employment, training or educational background? How do you use this within your current role?

**More information / What the judges are looking for:** Where has your experience come from? What has made your skills or service relevant? What systems do you use to be effective and efficient?

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## 4. What do you consider your greatest professional achievement to date and why?

**More information / What the judges are looking for:** Is there something that has happened to you that has elevated your success, or been a valuable learning experience? What happened, and why is it important?

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## 5. Outline how you either manage or connect with others within and external to your organisation:

a) Describe your management or communication style

**More information / What the judges are looking for:** Tell us about the way you do things and the methods you use to communicate to others in your team or business.

b) How do you manage conflict or problems with team members or stakeholders?

**More information / What the judges are looking for:** Is there an example of a time you've had to face conflict and if so, tell us how you have overcome this and maintained the relationship and resolved the issue?

c) How do you maintain positive relationships with employees and other stakeholders?

**More information / What the judges are looking for:** Do you have specific techniques you use to keep the people involved in your business favourable?

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## 6. How do you stay up to date with the needs of your customers or industry?

This can be data and information you collect internally, or industry reports and trends.

**More information / What the judges are looking for:** What information is collected and why is it important? How do you analyse it? How do you apply it to your business and why? Provide an example.



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## 7. How do you manage culture in your workplace?

(if you are the only person in your business, tell us about how you manage this with your contractors/partners)

**More information / What the judges are looking for:** Tell us how you specifically contribute to the culture of your workplace. Has there been a time where you've gone above and beyond for a team member or you have implemented something to positively influence the culture?

a) How do you contribute to a positive culture?

b) How do you encourage others to contribute to a positive culture?

c) How do you manage negative culture in your workplace?

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## 8. Tell us about training in your business or organisation:

(if you are the only person in your business, tell us how you train and educate yourself)

**More information / What the judges are looking for:** Tell us about some of your training and professional development along with examples of personal improvement. Factoring in the cost, both financial and time, how do you determine the value of training and it's importance.

a) How do you identify the training needs of your business and people?

b) How do you plan and budget for training needs?

c) What personal development or training have you undertaken in the past 12 months?

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## 9. How do you identify and plan for the strategic goals and needs of your business?

(if you are responsible for a department or team within a larger organisation, describe this)

**More information / What the judges are looking for:** Tell us about the processes and planning involved for this part of the business and how you impact it. If you are not responsible for the identifying, perhaps give us an example of how you contribute to achieving the goals.

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## 10. Managing risks:

**More information / What the judges are looking for:** Demonstrate your understanding of the key risks for your specific business and industry, and if there is a framework or structured approach you use to identify, assess, minimise and monitor them.

a) Describe what are the key risks to your business or organisation?

b) How do you contribute to the identification and minimisation of these risks?

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## 11. How do you measure and manage performance?

(this can include teams, finance, growth etc)

**More information / What the judges are looking for:** Outline your general management practices, which key measurement indicators do you use and why, and how do you use these for decision making and planning?

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**12. Tell us something special about your career development or successes so far.  
What one story would you tell us?**

*More information / What the judges are looking for: Is there something that has happened to you or to the business that has elevated your success, or been a valuable learning experience? What happened, and why is it important?*

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**13. If you won this award for individual excellence, what would this mean to you?**

*More information / What the judges are looking for: How will you leverage the award to benefit your business? What will this mean for your team and clients? Not only for the business but for your own personal and professional development.*

## CATEGORY SPECIFIC QUESTIONS

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### 14. What challenges have you had to address or overcome because of your age?

*More information / What the judges are looking for: Give us an example of a time where your age has been a contributing factor or created a challenge and how you overcame this.*

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### 15. What personal goals do you have for the next 5 years? How do you plan to achieve them?

*More information / What the judges are looking for: Detail some of your intentions and where you are wanting to be in your professional career.*