



Dietitians NZ

Ngā Pukenga Kai Ora o Aotearoa



Awards Protocol Manual 2018

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Introduction

Dietitians New Zealand is proud to be able to support a number of members each year with special awards. While the Association has been able to support some of these through generous bequests from past members, a number are also sponsored by a variety of organisations wishing to support the dietetic profession. The Awards, which celebrate the achievements of recipients, include:

Bernice Kelly Award [Most Improved Student]	(Sponsor TBC)
Award of Excellence	Dietitians NZ
Education Trust Award	Dietitians NZ
Neige Todhunter Award	Dietitians NZ
Young Achiever Award	(Sponsor TBC)

Sponsorship will be available for two important awards: the Bernice Kelly Award and the Young Achiever Award. Sponsors may wish to offer an Award for a specific activity: please contact Dietitians New Zealand National Office at admin@dietitians.org.nz Confirm by December

With the exception of the Award of Excellence and the President's Awards, the awards will have a monetary prize that may be provided as a cheque or as an electronic deposit into the recipient's named bank account. Award certificates will be presented to the recipients at an Awards Ceremony around the time of the Dietitians NZ conference/national meeting.

The purpose of this manual is to provide a guide to awards applicants, sponsors and administrators of the correct procedures for the application, selection and judging of the awards.

Dietitians NZ Awards Selection Committee

The selection and presentation of the awards will be facilitated by the Dietitians NZ Awards Selection Committee of five people (maximum), the Convener, the Dietitians NZ Chair, one additional Councillor, a Dietitians NZ member and an independent academic (this may be a dietitian with PhD qualifications) used to assessing and awarding grants. The CEO or nominee will provide administrative services to the Selection Committee.

Standard Awards Application Process

The application and selection process information for each award is outlined in detail in this document.

Awards Selection Process

1. Expressions of interest for nominations and applications for the awards will be called for in the February and April editions of News & Views and weekly newsletter.
2. The awards application process will close on June 1st [or closest working day] each year and applicants or nominators must have the required documentation into Dietitians NZ National Office by the close of business on this day.
3. The National Office will liaise with Guardian Trust to determine the funds available in the Education Trust Fund and the Neige Todhunter Trust fund. Note that when there is a Constance Shearer Lecture, this is funded from the Education Trust Fund.
4. Dietitians NZ will acknowledge receipt of applications as they come in.
5. All applications will be confidential to the Dietitians NZ Awards Selection Committee and Dietitians NZ National Office. The nominations and applications will be loaded onto a page on the Dietitians NZ website that can only be viewed by the Awards Selection Committee. Dropbox
6. The National Office will liaise with the training schools to agree timeframes for selection of the Bernice Kelly Award for the most improved student.
7. The National Office should include in the Conference budget sufficient funds to enable a 50% reduction of the registration fee for Education Trust Award winners, Neige Todhunter Award winner, the Bernice Kelly Award winner, and in the Awards Ceremony budget, travel and accommodation for the Award of Excellence recipient.
8. The National Office will develop a timeline for the review of the applications and nominations and the Awards Subcommittee will meet either by teleconference or in person to select the recipients of each award i.e. no later than first week June
9. Minutes of the Awards Selection committee must be recorded, with names and monetary prizes specified (where appropriate) and noted for audit purposes.
10. A decision on the awards recipients will be made by July 1st or the closest working day.
11. The Awards Selection Committee's decision will be final and no correspondence or feedback will be entered into. This to be added to the award application information.
12. The Awards Convener will inform each applicant of the outcome of the awards selection process, including nominators of unsuccessful Award of Excellence nominees (phone successful recipients and follow up with letter, send letter to unsuccessful applicants). Award winners will be advised that they will be expected to thank the sponsor from the podium when they receive their awards.

13. The National Office (or included in notification letter from Awards convenor) will ascertain the successful applicant's named bank account for an electronic deposit. The letter will be copied to the treasurer for audit purposes.

Note a: The Dietitians NZ Chair will invite the nominee for the Award of Excellence to accept the Award once ratified by Council

Note b: The Awards Convener will advise the nominators of the successful Young Achiever. Nominators will need to decide whether to keep this secret from the nominee until this is announced at the Awards Ceremony, or to advise the winner in advance. The element of surprise is welcomed by some nominees, but not others – nominators will know how their nominee will react.

Note c: If the Young Achiever is aware of the award before the Awards Ceremony, the sponsor must be advised of this.

14. The National Office will inform each sponsor of the outcome of the awards selection process.
15. The National Office will inform the manager of each Award winner (if appropriate), outlining the value of the award to the organisation, and to encourage support to enable the winner to attend the ceremony with some sponsorship.
16. The awards will be presented at an Awards Ceremony later in the year usually as part of the annual meeting in August-September.
17. The names of the successful applicants will be published in the Dietitians NZ Magazine, News & Views, October edition.
18. The Citations for the Award of Excellence and Honorary Life Membership and the Constance Shearer Lecture are printed in the Dietitians New Zealand Annual Report.

Presentation of Awards

1. The recipient will be expected to attend the Awards presentation to receive the award. In the event that the recipient is unable to attend the awards presentation, s/he must nominate someone to receive the award on their behalf. Other arrangements for the presentation of the Award may be made at the discretion of the Awards Selection Committee.
2. Some awards require recipients to either make a presentation at the Annual Conference or National meeting, or to prepare a report on the activity for which the Award was granted for News & Views. In these cases, it will be the responsibility of the recipients to ensure that they meet these obligations, as stated in the requirements of the Award.

3. The recipient is expected to make a written acknowledgement and thanks to the sponsor of the Award.

Submitting your application

Completed application forms, supporting documentation and referee reports will be submitted by email to the National Office by the 1st June (*see details under the specific awards sections of this manual*) with electronic signatures scanned or inserted. Postal applications are discouraged; please contact the National Office to make arrangements for this.

Please ensure that before submitting your award you have included/met the following requirements:

1. One page CV
2. Employer email of support [where required]
3. Copy of the programme, if applicable, to attend the conference or course.
4. Referees' reports have been requested with advice about the closing date.
5. Paid or unpaid leave granted to be presented with the award
6. Completed application form with additional supporting material if required.
7. Successful applicants will be required to provide an electronic professional head and shoulders colour photo for use in the Awards Ceremony.

Dietitians New Zealand Special Recognition Awards

Dietitians New Zealand Special Recognition Awards have been established to recognise, acknowledge and thank people who contribute voluntarily to Dietitians NZ in many ways that assist in the operation of the organisation and/or promote the objectives of Dietitians NZ.

The Award will take the form of a Certificate, noting the activity for which the Award is made, and signed by the President/Chair. The certificates will be presented by the President/Chair of Dietitians NZ annually, at the Awards Ceremony.

Appropriate award nominations include, but are not limited to:

1. Retiring Executive/Council members. This may include co-opted Council members who are not members of the Association
2. Retiring Branch Presidents.
3. Retiring SIG Conveners.
4. Retiring N&V editors.
5. Members of working groups whose work is complete.
6. Members who work voluntarily or beyond the call of duty to support the objectives of the Association.
7. Members who have been Dietitians NZ representatives on other bodies
8. Non-members considered by the Council to have supported the Association in a way that assists in meeting its objectives.

Nominations

In most cases, eligible recipients as noted above will be identified by the National Office and ratified by Council.

Additional nominations may be made by individual members and should include a brief summary of the voluntary activity carried out by the nominee.

Note: *These Awards are not intended to replicate the Award of Excellence (see page 13)*

Dietitians New Zealand Loyalty Awards for Continuous Membership

Members who have held continuous membership of Dietitians New Zealand will be recognised by a certificate acknowledging their loyalty to their professional Association:

Bronze: 25 years membership

Silver: 40 years membership

Gold: 50 years membership

Platinum: 60 years membership

1. Nominees for length of membership should be identified by National Office.
2. A certificate, with a border of the appropriate colour, will be signed and presented by the Chair/President of the Association at the Annual Awards Ceremony
3. There is no monetary benefit for long standing members.
4. Members who have broken their membership for parental leave are deemed to have continuous service.

Note: *These Awards are not intended to replicate Honorary Life Membership (see page 44)*

National Office, Dietitians NZ
Email: admin@dietitians.org.nz
PO Box 13468, Johnsonville, Wellington 6440
Tel [04] 477 4704
Fax (04) 477 4705

Bernice Kelly Award

The monetary prize associated with this Award is subject to sponsorship

Note: Nestle has agreed to sponsor the 2018 Award.

Introduction

The Bernice Kelly Award will be awarded to the most improved full-time dietetic student from either the University of Otago, Massey University or the University of Auckland. The student will receive a monetary prize from the sponsor. The Award monetary prize will be set annually.

Background to the Bernice Kelly Award

The Award, established in 1999, is named for Bernice Elisabeth Kelly. Bernice registered as a dietitian in 1956 and worked in the profession until 1990. Her last position was as Advisory Dietitian, Department of Health for 20 years. In this role, she was Registrar of the Dietitians Board, in the days when training was under the control of the Department of Health. She was responsible for organising dietetic training and examinations leading to registration. She was a prime mover of the curriculum review and introduced the first competency-based dietetic training. The naming of this Award for Bernice Kelly recognises her contribution to the training of New Zealand dietitians for many years. Since retirement from paid employment, Bernice has undertaken several roles within the NZDA and Dietitians NZ, including professional adviser to the newly established Executive Officer position, then Secretary, and latterly, Archivist.

The Award will be made annually to the new graduate who made marked progress in the development of professional practice and shown academic and practical achievement throughout his/her postgraduate dietetic training programme to an emerging entry-level dietitian.

Selection Criteria:

1. Graduates who have successfully completed the requirements for registration as a Dietitian in New Zealand. The eligible cohort will be limited to those of the most recently graduating class. Information pertaining to roles taken up after graduation or as entry-level dietitians is not applicable as supporting documentation.
2.
 - a. New Zealand citizens or residents.
 - b. South Pacific country citizens eligible for New Zealand residency.
3. Must have held a Dietitians NZ student membership during their Masters training programme.

Selection Process:

Using the criteria above, staff of each dietetic training programme will propose one nomination. Each nomination will be based on the level of progress and professional growth the student has made throughout the programme in the development of professional practice, informed by academic rigour, as judged by their tutors and supervising dietitians, with their own reflections considered. The three nominees will then participate in a tele/videoconference interview with a selection panel, comprising the President/Chair or nominee of Dietitians NZ, the Awards Selection Committee convener or nominee, an independent academic (e.g. a dietitian with PhD qualifications), who is preferably not intimately involved in student training, a senior practising dietitian, also not intimately involved in student training. The names of the nominee must reach National Office by June 1st, or the next business day, each year.

Requirements:

The Award recipient will be required to present an original paper at the Dietitians NZ Conference/National Meeting at which the award is presented. This will be based on the student's research project done to meet the specific Master's degree requirements. The paper abstract will be published in the Dietitians NZ News & Views, accompanied by the sponsor's logo and sponsorship details.

Conditions:

1. The Award will be known as the Bernice Kelly Award.
2. Nominations should be made using the form on page 11
3. A monetary Award will be made to the recipient (refer 4 below).
4. The Award will be funded by a sponsor and will include travel and may also include one night's accommodation.
5. The monetary value of the Award will be reviewed at the expiry of the Dietitians NZ / Sponsorship Agreement.
6. All three nominees will be announced at the Awards Ceremony, before the winner is announced.
7. Runners-up will be presented with a certificate, acknowledging their success in being short-listed for the Bernice Kelly Award
8. A certificate signed by the Dietitians NZ Chair and a representative of the sponsor will be provided to the recipient with the monetary prize (to be determined annually).

Sponsorship details and benefits

1. The sponsor will provide agreed funds to Dietitians NZ for the Bernice Kelly Award. Additional funds will be provided to cover the student's travel and may also include accommodation to attend the awards presentation
2. Any publicity of the Bernice Kelly Award undertaken by Dietitians NZ must include the name of the sponsor.
3. The sponsor will be acknowledged as the sponsor of the Bernice Kelly Award in advertisements and all relevant communications including the announcement of the award to members and conference delegates, during the student's presentation and in any conference related materials and media coverage.
4. The Bernice Kelly Award will be promoted through the Dietitians NZ magazine News & Views, the Dietitians NZ members' website, local branches, Special Interest Groups [SIGs], and the University Dietetic Training Programmes.
5. Dietitians NZ will participate in the sponsor's communications related to the Bernice Kelly Award, with all materials to be approved by Dietitians NZ.
6. The sponsor will work with Dietitians NZ on communications activities relevant to the Bernice Kelly Award.
7. There are no naming rights associated with this Award. A representative from the sponsor will be provided with the opportunity to present the award to the recipient at the Awards Ceremony and will be able to briefly address delegates prior to the recipient's presentation at conference.

Recipient Benefits

1. A monetary prize and a certificate signed by the sponsor and Dietitians NZ
2. A contribution towards airfares, accommodation (if required for an evening event) and taxis to attend the Dietitians NZ Awards Ceremony to receive the award may be provided.

Administration of the Award

1. The booking of airfares and accommodation (if required) for the recipient's attendance at the Awards Ceremony will be the responsibility of Dietitians NZ.
2. A certificate will be prepared by Dietitians NZ and made available to the sponsor before the presentation.
3. Dietitians NZ will ensure some background information on the recipient is provided to the sponsor prior to the Awards Ceremony.

4. Dietitians NZ will ensure that the recipient has complied with the requirements for presenting a paper at the conference/national meeting. For a Conference, this may be a free paper; for a National Meeting, it must form part of the programme (perhaps immediately before or after lunch if it does not fit with the meeting theme).

Procedure for Recipient

1. The recipient will supply a head and shoulders photo to Dietitians NZ for use in a PowerPoint presentation at the Awards Ceremony.
2. The recipient must prepare a 10 – 15 minute presentation of his/her research, plus an abstract for the Conference Handbook (see 4 above) and News & Views.
3. The recipient must comply with the requirements of the Conference or National meeting organisers for submitting the paper abstract and PowerPoint slides.
- 4 The above will all be in the confirmation letter.

DIETITIANS NZ AWARDS

THE BERNICE KELLY AWARD

NOMINATION FORM

- 1 Name _____
Address _____
Telephone: Day _____ A/H _____
Mobile _____ Email _____
- 2 Academic Qualification (postgraduate) + endorsements as appropriate _____
3. Period of study _____
3. Awarding Institution _____
4. Did the nominee hold Student Membership of Dietitians New Zealand during his/her postgraduate dietetic training programme? Yes / No
- 5 Describe in a separate document attached to this form, your nominee's qualities as a student dietitian in terms of:
- a. Notable growth and development in applied professional practice over the duration of the training programme, using examples where appropriate
 - b. Notable improvement in academic ability, including research, using examples where appropriate. Please attach the abstract of your nominee's research project.
 - c. Special leadership or other qualities that set your nominee above the norm, using examples where appropriate.
 - d. Highlights of your nominee's academic and practical achievement as an emerging entry-level dietitian, using examples where appropriate. This may include comments, feedback, reflections, etc. from tutors, supervising dietitians, other academics or professionals.

Nominated by:

Name & title _____

Position _____

Address _____

Telephone: Day _____ A/H _____

Mobile _____ Email _____

Signature: _____

Checklist

1. Completed nomination form and attachment
2. Abstract of nominee's research thesis
3. A head and shoulders photo of the nominee.

Submit Nomination

Completed nomination forms and supporting documentation are to be submitted by email to National Office (admin@dietitians.org.nz) by the **1st June** with electronic signatures scanned or inserted. Postal applications are discouraged; please contact National Office to make arrangements for this.

Please address applications to:

National Office, Dietitians NZ
Email: admin@dietitians.org.nz
PO Box 13468, Johnsonville, Wellington 6440
Tel [04] 477 4704
Fax (04) 477 4705

Dietitians NZ Award of Excellence

Introduction

The Award of Excellence was established in 1990 under the guidance of then President, Pamela Williams and recognises outstanding contributions by dietitians to the advancement of the profession of dietetics. It is the highest honour Dietitians NZ can bestow on a member. Bernice Kelly was the first recipient of the Award of Excellence in 1990.

The Dietitians NZ Awards Selection Committee will be responsible for the administration of the award which will be then submitted for ratification by the Executive Committee. The award is not necessarily made each year and in exceptional circumstances, a maximum of two awards may be given in any one year. The Award of Excellence will be presented by the President.

Recipients of the Award of Excellence must be eligible in one or more of the following categories:

- A. Outstanding Achievement in Dietetics
- B. Outstanding contribution to Clinical Dietetics and Nutritional Care
- C. Outstanding performance in Foodservice Management
- D. Excellence in Nutrition Education

The President will present the award at the Annual Awards Ceremony either at the Dietitians NZ Conference/National Meeting, at the Conference Dinner or at a separate Awards function.

Selection Criteria

While the criteria include four categories of expertise it should be realised that nominees are not expected to have made an outstanding contribution in all of the categories listed.

The Award of Excellence will be given to Professional members of Dietitians NZ who have made significant and innovative contributions to the advancement of the profession of dietetics. The “state of excellence” may be defined as “surpassing merit, being superior or pre-eminent in quality and in achieving”.

Dietitians will be eligible for nomination if:

1. Their activities have increased the status and recognition of dietitians at a national or international level; and/or
2. They have made a personal and positive impact on the dietetic profession in New Zealand; and/or
3. They have made an outstanding contribution to the work of Dietitians NZ in a significant manner.

The following criteria outline the requirements for each category:

A. OUTSTANDING ACHIEVEMENT IN DIETETICS

1. Pioneer work and/or leadership in various aspects of dietetics.
2. Recognition as an authority in his/her field by other members of the profession or by professionals.
3. Holding responsible offices in professional associations and other recognised related organisations.
4. Contribution to the education of dietetics beyond formal education and training.
5. Contribution to the growth of the profession and to its recognition.
6. Leadership in the community and areas requiring professional skills.

B. OUTSTANDING CONTRIBUTION TO CLINICAL DIETETICS AND NUTRITIONAL CARE

This category recognises a special contribution to the excellence of nutritional care as it relates to clinical dietetics practised in a health care environment.

1. A recognised contribution related to the field of clinical dietetics.
2. An innovative approach within a given health care environment where the dietitian has developed methods and programmes to ensure optimal nutritional care. This will involve the evaluation of patient needs, development or implementation of patient care plans, and evaluation of patient care.
3. The achievements may be related to research activities, educational programmes, new clinical procedures or any other aspect of nutritional care.
4. Special consideration will be given to recent contributions.
5. Volunteer leadership in the community in clinical dietetics/nutritional care, e.g. NZ Coeliac Society.

C. OUTSTANDING PERFORMANCE IN FOODSERVICE MANAGEMENT

1. Creative and innovative leadership in foodservice management.
2. The successful integration of human resources and financial management in the successful delivery of nutritional care in a health care environment.
3. Recognition as a management leader by other members of the profession, by other professionals and by the employer.

4. Contribution to the professional development of dietitians beyond formal education and training – a mentor.
5. Volunteer leadership in the community in administrative fields requiring advanced knowledge and skills.

D. FOR EXCELLENCE IN NUTRITION EDUCATION

1. Pioneer work and/or leadership in health promotion or disease prevention education.
2. Recognition as an authority in his/her field by other members of the dietetic profession and/or by other professionals.
3. Contribution to the education of dietitians beyond formal education and training – a mentor.
4. Contribution to the growth of the profession and to its recognition.
5. Leadership in the community in the fields requiring professional knowledge and skills.

Selection Process

- 1 Any **five (5)** members of Dietitians NZ may submit a nomination for the Award of Excellence. They will be responsible for:
 - a) Filling in and submitting the nomination forms to National Office by June 1st and maintaining the confidentiality of their nominee.
 - b) Providing any additional information or endorsements relevant to the nomination, particularly pertaining to the category/ies identified as the nominee's outstanding contribution to the advancement of the profession of dietetics.
 - c) Assisting the Convener of the Awards Selection Committee, or other nominated person, to write a citation on the successful nominee. 500 words maximum/five minutes
- 2 The name of the applicant submitted will remain entirely confidential until the announcement by the Chair.
3. The Chair will contact the recipient to invite him/her to accept the Award; the nominee will respond.
4. The Dietitians NZ Awards Selection Committee Convener or Chair will send a copy of the nomination information and curriculum vitae to the recipient for verification and any

additions and deletions as considered appropriate by the recipient, including clarification of full name, spelling, qualifications and dates.

5. The recipient will accept the award and provide a revised curriculum vitae if required.
6. The Dietitians NZ Awards Selection Committee Convener or the nominators will prepare a written citation and an oral version of no more than 500 words or five minutes which will be read at the Awards Ceremony. Confirm who will read the citation – the Chair or nominator

Requirements

1. The Dietitians NZ Awards Selection Committee will provide a paper to the Executive Committee supporting the nomination[s] and recommending the award be presented/denied.
2. The Executive Committee will sit “in committee” [confidential minutes] to decide the winner of the award.
3. The Executive Committee will consider and vote on the recommendation.
4. The decision will be kept confidential to the Executive Committee until an announcement is made by the Chair.
5. The citation prepared by the Dietitians NZ Awards Selection Committee Convener will be published in the Annual Report.
6. The CEO will notify the recipient's employer by confidential letter 7-14 days before the presentation.
7. The nominators will prepare a 500-word article for the Dietitians NZ magazine News & Views, which will be forwarded to the Editor. This will be checked by the recipient.
8. Announcements of the award will be sent to appropriate journals, newspapers and the recipient’s present employer.

Recipient Benefits

1. The Award of Excellence consists of a commemorative citation and a dress pin.
2. The recipient will be presented with a framed certificate and flowers at the Awards Ceremony.

Administration of Award

1. Administration will ensure that there is an Award of Excellence dress pin available. Details relating to the manufacture of this are available.

2. The commemorative certificate will be printed, framed and signed by the President no later than the end of July. (Details of the certificate should be on file)
3. The dress pin will be engraved with the recipient's name and date of award.
4. The certificate and pin will be given to the President at the presentation venue. The pin should be worn with the solid silver panel vertical (see the logo on the application form).
5. Flowers will also be presented if appropriate.
5. National Office will arrange media publicity.

Procedure for Applicant / Recipient

- 1 The recipient will accept the award.
2. The recipient will verify the nomination information and will check all citations.
3. The recipient will supply a head and shoulders photo to Dietitians NZ for use in a PowerPoint presentation at the Awards Ceremony.
4. The recipient will attend the Awards Ceremony and will be given the opportunity to respond after the award is presented (max. five minutes).
5. The recipient may invite his/her family to attend if appropriate.



Award of Excellence.

NOMINATION FORM

We are pleased to nominate the following candidate for the Award of Excellence and provide the following background information for consideration:

Full name of nominee: _____
(Miss, Mrs, Ms, Mr, Dr) _____

Employment title _____

Business address _____

Telephone numbers _____

Business: _____

Mobile: _____

Private: _____

Date of birth _____

Year of Dietetic registration _____

Qualifications
(if available, a CV may be attached) _____

Dietetic employment history _____

Separate attachment _____

Date _____

Highlight the category of professional practice to be considered for your nominee and attach a paper detailing how the nominee demonstrates excellence in this category.

- A. Outstanding Achievement in Dietetics
- B. Outstanding Contribution to Clinical Dietetics and Nutritional Care
- C. Outstanding Performance in Foodservice Management
- D. Excellence in Nutritional Education

Submitted by.

Full name _____

Title _____

Business address _____

Business telephone _____

Mobile _____

email _____

Signature _____

Full name _____

Title _____

Business address _____

Business telephone _____

Mobile _____

email _____

Signature _____

Full name _____
Title _____
Business address _____
Business telephone _____
Mobile _____
email _____
Signature _____

Full name _____
Title _____
Business address _____
Business telephone _____
Mobile _____
email _____
Signature _____

Full name _____
Title _____
Business address _____
Business telephone _____
Mobile _____
email _____
Signature _____

Full name _____

Title _____

Business address _____

Business telephone _____

Mobile _____

email _____

Signature _____

Education Trust Award

Introduction

The Education Trust Award is awarded annually to further the knowledge of New Zealand Registered Dietitians by funding work and study projects and for retraining dietitians wanting to re-enter the workforce.

Background

While this award has only been available since 1988, it had its beginnings in 1968, after the death of Constance Shearer, who left a legacy of £500.00. This started an Education Trust Fund. It was added to in the form of memorial donations after the deaths of other dietitians, notably Kay Gammie, Patricia Matthews, and Joanne Swan. Individual donations, donations from Branches, and Association general funds increased the capital so that by 1988, the first Award could be made. Interest from the fund's capital is used for these awards.

The Education Trust Fund is an independent fund managed by Guardian Trust. The amount able to be released for the funding of awards will change each year, depending on the level of return on investment. Note that if there is a Constance Shearer Lecture, this is funded from the Education Trust Fund.

Eligibility Criteria

1. The Education Trust Award will be open to any member of Dietitians NZ, except student members, and with a minimum of three years' work experience as a dietitian.
2. The award will be tenable for up to one year or retrospective for one year (e.g. if the applicant has already attended a conference or activity within the previous 12 months).
3. The awards shall be used for professional advancement. Examples may be work or study in New Zealand or overseas in an area related to dietetics, research in dietetics, attendance at conferences or courses, or other activities that enhance the professional performance of the applicant.

Requirements

1. The applicant will provide a brief description of the activity to be undertaken, and the value of this activity to the applicant, his/her workplace, and/or the dietetic community as appropriate.
2. Applications for work and study projects should be supported by references to literature if appropriate.

3. If the application is for a work or study project, signed permission for this from the manager of the institution where the work will be carried out must be included.
4. If appropriate, signed consent from the Ethical/Research Committee of the institution must be included.
5. If the applicant will be applying for an award to attend a conference or course, details of the activity must be provided.
6. Where not self-employed, the applicant will provide comment from his/her employer on the value of the award to their service.
7. Accurate costings for the project must be provided in the application, including an itemised budget, e.g. travel, accommodation, registration fees.
8. The amount sought from the Education Trust must be clearly identified and accompanied by specific details.

Selection Process

1. Recipients of the award will be decided by the Awards Selection Committee, based on the applicant's case for consideration.
2. Up to three awards may be made each year at the selection committee's discretion and based on the availability of interest from the fund's capital. (The amount allocated should be of a value that will enable a recipient to attend the ceremony without swallowing up the value of the award to get there.)

Conditions

1. On completion of the work experience, study or attendance at conference, the recipient will be required to write a report for publication in News & Views.
2. Any publications arising from the work or study undertaken shall acknowledge the author was the holder of this award.
3. The recipient will be expected to attend the Awards presentation to receive the award. In the event that the recipient is unable to attend the awards presentation, s/he must nominate someone to receive the award on their behalf. Other arrangements for the presentation of the Award may be made at the discretion of the Awards Selection Committee.

Recipient Benefits

1. A certificate signed by the Dietitians NZ Chair
2. A monetary prize

Administration of the Award

1. Travel for the recipient to attend the Dietitians NZ Awards Ceremony will be the responsibility of the recipient.
2. A certificate will be prepared by Dietitians NZ for the awards presentation.
3. The award will be presented by the Chair of Dietitians NZ.

Procedure for Applicant / Recipient

1. The recipient will supply a head and shoulders photo to Dietitians NZ for use in a PowerPoint presentation at the Awards Ceremony.
2. The monetary prize will be paid to the recipient's nominated bank account.
3. The recipient will receive the certificate at the Awards presentation. In the event that the recipient is unable to attend the awards presentation, s/he must nominate someone to receive the award on their behalf. Other arrangements for the presentation of the Award may be made at the discretion of the Awards Selection Committee.

DIETITIANS NZ AWARDS

EDUCATION TRUST AWARDS

APPLICATION FORM

- 1 Name _____
Address _____
Telephone: Day _____ A/H _____
Mobile _____ Email _____
- 2 What category of membership do you hold with Dietitians NZ? _____
- 3 Current Employer (if applicable) _____
Present Position (if applicable) _____
Area of Work (e.g. foodservice management, clinical, community, public or primary health, education, industry)

Value of the award to the service (where not self-employed, please attach a statement of support from your employer endorsing the application)

- 4 Describe your years of experience as a dietitian. Please attach a one-page CV.
i In New Zealand
ii Overseas
- 5 Purpose for which the award will be used. Please attach a brief description of the activity to be undertaken.
a. Conference details to be provided (if applicable)
b. Institution(s) to be visited (if applicable)
c. Other
- 6 Budget for the project
7. Funds applied for and/or received from other sources.
8. Amount requested from the Dietitians NZ Education Trust (separate from total budget)
- 9 Proposed dates (inclusive) of use
- 10 Qualification (if any) to be gained

11 How would this award improve your professional competence and contribute to your professional advancement?

12 Referees

You are expected to forward your referees a copy of the Referee's Report form, asking him/her to ensure it is completed and reaches National Office by the close of business on June 1 (or the nearest following business day)

Professional referee

Name _____

Position _____

Address _____

Telephone: Day _____ A/H _____

Mobile _____ Email _____

Second Referee

Name _____

Position _____

Address _____

Telephone: Day _____ A/H _____

Mobile _____ Email _____

If successful in this application, I will in return:

- 1 Attend the Awards Ceremony to receive the award, at my own expense. If this is not possible, I will nominate someone to accept the award on my behalf and to give an acceptance speech. (Other arrangements for the presentation of the Award may be made at the discretion of the Awards Selection Committee.)
- 2 Write a report within two months of completing the activity and send copies to the Dietitians NZ Awards Selection Committee Convener and the News & Views editor.

I understand that if I do not meet the above conditions I will be expected to repay the award monies.

Signed _____ Date _____

Checklist

- 1 One page CV
- 2 Brief description of the activity to be undertaken
- 3 Employer letter of support

- 4 Copy of the programme, if applicable, to attend the conference or course.
- 5 Referees' reports have been sent to Referees
- 6 Completed application form

Submit Application

Completed application forms, supporting documentation and referee reports are to be submitted by email to National Office (admin@dietitians.org.nz) by the **1st June** with electronic signatures scanned or inserted. Postal applications are discouraged; please contact National Office to make arrangements for this.

Please address applications to:

National Office, Dietitians NZ
Email: admin@dietitians.org.nz
PO Box 13468, Johnsonville, Wellington 6440
Tel [04] 477 4704

DIETITIANS NZ AWARDS
EDUCATION TRUST AWARD
CONFIDENTIAL REFEREE'S REPORT

Please return by 1st June to

National Office, Dietitians NZ
Email: admin@dietitians.org.nz
PO Box 13468, Johnsonville, Wellington 6440
Tel [04] 477 4704
Fax (04) 477 4705

(Please add a separate sheet if necessary.)

Name of Referee _____

Position of Referee _____

Name of Candidate _____

Award applied for _____

Brief description of purpose of application

1 How long have you known the candidate and in what capacity?

2 What do you consider his/her outstanding talents and strengths?

3 In your opinion, how do you rank the applicant with regard to:

i Ability to demonstrate a capacity to share information with others

- Excellent
- Good
- Average
- Poor

ii Professional competence:

- Excellent
- Good
- Average
- Poor

4 Why is the applicant and/or project worthy of financial support?

5. How well does the applicant relate to, and work with, people?

6. In your opinion, what is the value of this project to

a. The applicant

b. The profession

c. Other

7.. Do you support this application?

8. Reasons for supporting/not supporting this application

9 Other comments?

9. May I telephone you? Yes/No

Signature_____ Date_____

Address_____

Telephone: Day_____ A/H _____

Mobile_____ Email _____

Thank you for your assistance.

Neige Todhunter Award for Postgraduate Study

The Neige Todhunter Award will be awarded to New Zealand Registered Dietitians for postgraduate study in New Zealand or overseas.

Background

Neige Todhunter was born in Burwood, near Christchurch, and completed a Master's degree in Science at the University of New Zealand at Otago. She left New Zealand in 1928, at the age of 27 to study for a doctorate at Columbia University in New York. Dr Neige Todhunter had an illustrious career in food and nutrition in the United States culminating as Dean of the School of Home Economics at the University of Alabama from 1953 until she retired in 1966. She was made an Honorary Life Member of the New Zealand Dietetic Association in 1956, served as president of the American Dietetic Association, and was named a Fellow of the American Institute of Nutrition in 1983. She is remembered for her outstanding contribution to nutrition as a scientist, educator and historian. Her high ideals, leadership, dedication and enthusiasm inspired her students and colleagues to achieve high academic standards. Neige Todhunter never forgot her roots, maintaining a lifelong interest in her country of birth. On her death, she left the NZDA a major bequest of \$150,000, which has formed the basis of the Neige Todhunter Award for Postgraduate Study.

Selection Criteria

1. The Neige Todhunter Award will be open to New Zealand Registered Dietitians who are current Professional Members of Dietitians NZ and involved in, or seeking to engage in, postgraduate study.

Selection Process

1. The value of the award will be determined on an annual basis. The Awards Selection Committee will reserve the right not to make an award every year. One or more awards may be made at the Awards Selection Committee's discretion.
2. The awards will be given on the recommendation of the Awards Selection Committee. Outside reviewers may be used to provide further independent professional or academic viewpoints. The applicant may suggest potential reviewers (This is common in academia).
3. The field of study or research will be unrestricted within the field of dietetics and the award will be tenable at any recognised university or research institution accredited by an accreditation agency established under the law of the host country. Evidence of such accreditation may need to be provided if Dietitians NZ cannot ascertain the standing of the institution.

4. An Award may be granted for longer term project. If payment to the successful applicant is made in more than one instalment the applicant may be asked to submit a brief progress report before the payment of the second instalment.

Requirements

1. Applications must include a research proposal and be supported by reference to the literature.
2. Where the award is used for overseas study the recipient will be expected to return to New Zealand to work.
3. Successful applicants must take up the award within a year of it being offered.
4. Signed consent from the Ethics Committee of the institution must be included.
5. If appropriate, signed permission from the manager of the institution where employed or where the work will be carried out, should be included.
6. Applicants will be asked to submit the names of three referees in support of their application as follows: (i) the supervisor of the research project, (ii) a scientific referee from outside the applicant's institution and geographic location, (iii) one personal referee.
7. The successful applicant will be expected to retain membership of Dietitians NZ for a minimum of three years after receiving the award.
8. Accurate costings for the project must be provided in the application, including an itemised budget, as appropriate. The amount applied for should be shown separately from the total budget for the project.
9. On completion of the study, the recipient will be required to write a report for Dietitians NZ News & Views. If a paper is submitted to a refereed scientific journal and accepted for publication, the abstract will be reprinted in News & Views.

Conditions

1. Any publications arising from the work or study undertaken shall acknowledge the author was the holder of this award.
2. The recipient of this award will be encouraged to attend the Dietitians NZ Awards Ceremony to receive the award. The recipient will be expected to meet all costs associated with attending this ceremony. In the event that the recipient is unable to attend the awards presentation, s/he must nominate someone to receive the award on his/her behalf. Other arrangements for the presentation of the Award may be made at

the discretion of the Awards Selection Committee. The monetary prize will be paid to the recipient's nominated bank account.

Sponsorship Details and Benefits

1. The Neige Todhunter Education Trust Fund is an independent fund managed by Guardian Trust. The amount able to be released for the funding of the award/s will change each year depending on the level of return on investment.

Recipient Benefits

1. A certificate signed by the Dietitians NZ Council Chair.
2. A monetary prize.

Administration of the Award

1. Travel for the recipient to attend the Dietitians NZ conference/national meeting Awards Ceremony will be the responsibility of the recipient.
2. A certificate will be prepared by Dietitians NZ for the presentation of the Award.
3. The Award will be presented by the Chair of Dietitians NZ.

DIETITIANS NZ AWARD

NEIGE TODHUNTER AWARD FOR POSTGRADUATE STUDY

APPLICATION GUIDELINES

1 Name _____
Address _____
Telephone: Day _____ A/H _____
Mobile _____ Email _____

2 Education

List University or Universities attended and qualifications gained.

Institution	Date[s] of study	Degree or Diploma	Date received

- 3 Academic prizes or distinctions received
- 4 The degree or similar qualification for which you intend to study
- 5 Subject or field of study
- 6 Special topic (if any) within the field
- 7 Present a research proposal, including aims, research methods, references etc. Include details of the university or research institution where the project is to be undertaken.
- 8 State the current position of the project, including long term goals and expected outcomes.
- 9 Signed consent from the Ethics Committee of the institution
- 10 Budget, including funds from other sources (see Requirement 4)
- 11 Proposed dates (inclusive) of use
- 12 Motivation for postgraduate study
- 13 Personal statement of goals

14 Three referees:

a. **The supervisor of the research project**

Name _____

Position _____

Address _____

Telephone: Day _____ A/H _____

Mobile _____ Email _____

b. **Scientific referee from outside the applicant's institution and geographic location**

Name _____

Position _____

Address _____

Telephone: Day _____ A/H _____

Mobile _____ Email _____

c. **Personal referee**

Name _____

Position _____

Address _____

Telephone: Day _____ A/H _____

Mobile _____ Email _____

15 **If successful in this application, I will in return:**

- 1 Attend the Awards Ceremony to receive the award, at my own expense.
- 2 Write a report within two months of completing the activity and send copies to the Dietitians NZ Awards Selection Committee Convener and the News & Views Editor. (This may be dependent on submission of a paper to a refereed scientific Journal.)
- 3 I undertake to maintain my Dietitians NZ membership for at least three years.

I understand that if I do not meet the above requirements I will be expected to repay the award monies.

Signed _____ Date _____

The criteria upon which the selection of applicants will be made are:

- 1 Scholastic ability; motivation for postgraduate study; personal goals; organisational skills.
- 2 Value of the study or research programme to personal goals; to the discipline; to New Zealand; the current stage of the project.
- 3 Compatibility with Dietitians NZ philosophy, and value of the study to dietitians/dietetic profession

Checklist

1. Curriculum Vitae
2. Referees' Reports – The applicant must provide referees with a copy of the Referee's Report Form, advising that the completed form must be received by the 1st June.
3. Official transcript(s) from university(ies) attended, or from the institution where academic work is in progress.
4. Signed permission from the manager of the institution (if applicable)
5. Signed consent from the Ethics Committee
6. All items listed 1-15 of the Application Guideline.

Submit Application

Completed application forms, supporting documentation and referee reports must be submitted by email to National Office, Dietitians New Zealand (admin@dietitians.org.nz) by the 1st June with electronic signatures scanned or inserted. Postal applications are discouraged; please contact National Office to make arrangements for this.

Please address applications to:

National Office, Dietitians NZ
Email: admin@dietitians.org.nz
PO Box 13468, Johnsonville, Wellington 6440
Tel [04] 477 4704
Fax (04) 477 4705

DIETITIANS NZ AWARDS

NEIGE TODHUNTER AWARD FOR POSTGRADUATE STUDY

CONFIDENTIAL REFEREE'S REPORT

Please return by 1st June to

National Office, Dietitians NZ
Email: admin@dietitians.org.nz
PO Box 13468, Johnsonville, Wellington 6440
Tel [04] 477 4704
Fax (04) 477 4705

(Please add a separate sheet if necessary.)

Name of Referee: _____

Position of Referee: _____

Type of Referee: Research Supervisor Scientific Personal

Name of Candidate: _____

Brief description of purpose of application

1 How long have you known the candidate and in what capacity?

2 What do you consider his/her outstanding talents and strengths?

3 Does the applicant, in your opinion, show the ability for advancement in the future?

In what area(s)? To what level? Please comment.

- 4 How well does the applicant relate to, and work with, people?
- 5 Value of the project: Research Supervisor and Scientific Referee - please comment on:
- i The academic value of the research project
 - ii The scientific method, and robustness of the research proposal
 - iii The feasibility of the project and completion within the tenure of the award
 - iv The perceived application to New Zealand dietetic practice
- 6 Reasons for supporting this application
7. Other comments?
8. May I telephone you? Yes/No

Signature _____ Date _____

Address _____

Telephone: Day _____ A/H _____

Mobile _____ Email _____

Thank you for your assistance

Young Achiever Award

The monetary prize associated with this Award is subject to sponsorship

Note: Monetary sponsorship of the 2017 Award has yet to be achieved – confirmation will be announced as soon as possible

Introduction

This award will recognise a dietitian, who within five years of registration, excels in an aspect of dietetic practice in New Zealand, beyond the usual requirements of his/her job. The monetary Award plus assistance for the recipient to travel to the Awards Ceremony will be announced following confirmation of Sponsorship.

The Young Achiever Award was introduced by past President Gillian Tustin in 1992 and was first awarded at the 50th Jubilee Conference in 1993, to Glenys Henshaw.

Selection Criteria

1. The Young Achiever Award will be open to Dietitians NZ Active members, practising in New Zealand, who are within 5 years of dietetic registration.
2. The Award may be made in any one of the following categories –
 - A Excellent publication in a professional Journal
 - B Excellent presentation at a professional meeting
 - C Excellent contribution in an area of dietetic research/practice
 - D Creation of an innovative educational/special/community project
 - E Significant leadership potential, and service to Dietitians NZ to date.
3. Nominations for the Young Achiever Award must be provided by three (3) nominators of whom one must have more than seven years' membership in Dietitians NZ. In addition, a Councillor of Dietitians NZ should endorse the nomination.
4. The significance of the nominee's contribution to the benefit of dietetics in New Zealand and Dietitians NZ will be considered.

Selection Process

The Awards Selection Committee will be responsible for determining the recipient of this award. One award will be made annually. The Chairperson and a representative of the sponsor will present the award at the Awards Ceremony.

Requirements

1. Nominators will be responsible for submitting the nomination form, maintaining the confidentiality of their nominee, writing a citation for the ceremony and the Dietitians NZ magazine News & Views.

Conditions

1. The recipient must be present at the Awards Ceremony to receive the award. Because the recipient will be unaware of the Award, the nominators need to engineer this.

***Note:** Nominators will need to decide whether to keep this secret from the nominee until this is announced at the Awards Ceremony, or to advise the winner in advance. The element of surprise is welcomed by some nominees, but not others – nominators will know how their nominee will react.*

Sponsorship Details and Benefits

1. The Young Achiever Award includes naming rights for the sponsor.
2. The monetary value of this Award will include travel assistance and may also include one night's accommodation (if required) for the recipient to attend the Awards Ceremony.
3. Any publicity of the Young Achiever Award undertaken by Dietitians NZ must include the name of the sponsor.
4. The sponsor will be acknowledged as the sponsor of the Young Achiever Award in advertisements and all relevant communications including the announcement of the award to members and conference delegates and in any conference related materials and media coverage.
5. The Young Achiever Award will be promoted through News & Views (February and April editions), the Dietitians NZ members' website, local branches and Special Interest Groups [SIGs].
6. Dietitians NZ will participate in the sponsor communications related to the Young Achiever Award, with all materials to be approved by Dietitians NZ.
7. The sponsor will work with Dietitians NZ on communications activities relevant to the Young Achiever Award
8. The sponsor will be provided the opportunity to present the award to the recipient at the awards presentation and be able to briefly address delegates prior to the award presentation.

Recipient Benefits

1. A certificate of achievement signed by the Chair and a representative of the sponsor.
2. A monetary prize to be announced following confirmation of sponsorship.
3. An announcement of the Award by Dietitians NZ to the winner's employer, local media and the sponsor.
4. A profile and the citation will be published in the newsletter of Dietitians NZ, News & Views.

Administration of the Award

1. Dietitians NZ will check the nominators have the citation ready for it to be presented at the Awards Ceremony.
2. The Chair or the sponsor will present the award.
3. The Awards Selection Convener or a nominator will read the citation.
4. Dietitians NZ will ensure the profile / summary of the nomination is in a format that can be sent to the News & Views Editor.
5. Dietitians NZ will contact by letter or by phone the recipient's employer to advise the recipient's nomination for this Award and the importance for the recipient being granted leave.

Procedure for Applicant / Recipient

1. The recipient will attend the Awards Ceremony and will be invited to accept the Award. The opportunity to respond will be offered after the award is presented (approx. one minute).
2. The recipient will write a letter of thanks to the sponsor after the event.

DIETITIANS NZ AWARDS
YOUNG ACHIEVER AWARD
NOMINATION FORM

1 Nominee

Name _____

Address _____

Telephone: Day _____ A/H _____

Mobile: _____ Email _____

2 Is the nominee an active member of Dietitians NZ? _____

3 Year of dietetic registration _____

4. **Curriculum Vitae is attached** _____

5 Category in which the nomination is made

- a. Excellent publication in a professional Journal
 - b. Excellent presentation at a professional meeting
 - c. Excellent contribution in an area of dietetic research
 - d. Creation of an innovative educational/special/community project
 - e. Significant leadership potential and service to Dietitians NZ
-

6 Outline the reasons for making this nomination (250 – 500 words)

If successful, this statement will form the basis for the citation read at the Awards Ceremony, press releases and will be published in News & Views and should summarise the information provided below.

- a. Describe the activity
- b. Include, where appropriate, additional information to support the application
- c. Background information, including statistics
- d. Supervision required
- e. Describe the impact of the activity on clients/colleagues
- f. Recognition in the institution/community
- g. Publicity gained

7 Outline ways in which this nominee contributes to the dietetic profession in New Zealand and/or to Dietitians NZ or to his/her own practice location.

8 Nominators

1 Name and signature _____

Years of Dietitians NZ membership _____

2 Name and signature _____

Years of Dietitians NZ membership _____

3 Name and signature _____

Years of Dietitians NZ membership _____

4 Dietitians NZ Councillor endorsing the nomination

I, _____ hereby endorse that

_____ meets the criteria for nomination.

Dietitians NZ Position _____

Signature _____

13 Submit Nomination

The nomination form and supporting documentation including curriculum vitae are to be sent to National Office, Dietitians New Zealand by email admin@dietitians.org.nz. Please scan or insert electronic signatures.

Postal applications are discouraged; however you may contact National Office to make arrangements for this.

Applications close 1st June each year. If not received by 1st June, applications will be considered invalid and returned to the sender. Please address applications to:

National Office, Dietitians NZ
Email: admin@dietitians.org.nz
PO Box 13468, Johnsonville, Wellington 6440
Tel [04] 477 4704
Fax (04) 477 4705

Nomination for Dietitians NZ Honorary Life Membership

Honorary Life Membership may be conferred by the Association on any member who has rendered meritorious service to the Association, or on any person who, not being eligible for Professional membership, has contributed to the knowledge of Dietetics and Nutrition or advances the interests of the profession of Dietetics. (Rule 3.5)

Honorary Life membership is a significant honour and is the next highest recognition after the Award of Excellence. It is only given following years of commitment of personal involvement dedicated to activities which have enhanced the depth and breadth of the dietetic profession in NZ and often internationally. The awardee will have been actively involved in promoting the objectives (etc.) of Dietitians NZ outside the hours of his/her employment at district, national and community level. Honorary Life Members of Dietitians NZ are not required to pay any subscription or levy to the Association.

This honour is usually considered towards the end of or after an active and full career in the dietetic profession. There should not normally be more than one Honorary Life Membership awarded in any one year, and only when warranted.

***Note** - the responsibility of screening Honorary Life Membership applications was delegated to the Awards Selection Committee at the June 1987 Executive meeting. The following guidelines for organising the proposal were ratified by the Dietitians NZ Executive at the June 1988 Executive meeting.*

If you wish to make a nomination for Dietitians NZ Honorary Life Membership please follow the procedure below:

1. Make the nomination under the criteria and forward to the National Office of Dietitians NZ by 1st June, preferably by email at admin@dietitians.org.nz. The nomination, duly proposed and seconded, should be endorsed by at least two (2) other members of the Association.
2. The nomination will be circulated to members of the Dietitians NZ Awards Selection Committee to ensure it meets the criteria.
3. The Awards Selection Committee Convener will forward their findings to the Council Chair for Council discussion and approval for the nomination to go forward to the Annual General Meeting.
4. At the AGM, the Chair will speak to the nomination and move that the nomination be accepted and members in attendance will vote.
5. The nominee will accept the Honour and be invited to make a short acceptance speech. S/he will be presented with a certificate and flowers or appropriate alternative.

6. Time frame - the nominee will need to be notified as soon as possible after the nomination has been accepted so s/he will be able to attend the AGM to receive the Honorary Life Membership, following the assenting vote.

Selection Criteria

The following criteria should be considered for all potential candidates, although it is not expected that all aspects will be included.

1 Exemplary Contribution to the organisation of Dietitians NZ, for example:

1.1 Candidates will have held offices in some or all of the following:

1.1.1 National

1.1.2 Branch

1.1.3 Special Interest Groups

Please include dates/length of service.

1.2 Interest in Dietitians NZ affairs:

1.2.1 Professional membership for the greater part of their career

1.2.2 Active participation at national business meetings/conferences.

1.2.3 Active participation at branch business meetings/seminars.

1.3 Demonstrated/ promoted Dietitians NZ objectives, interests and activities.

2 Specific Contributions to Dietitians NZ and to the Profession. Describe where applicable:

2.1 Specific active work for Dietitians NZ members or dietetics, e.g. training, national publicity.

2.2 Participant/presentation of papers/session chairperson.

2.3 Contributions to News & Views and/or the scientific literature.

2.4 Voluntary participation in the work of the organisation, beyond the normal call of duty.

3 Special Contributions to the Dietetic Profession, for example:

- 3.1 Pioneer in an aspect of Dietetic Practice.
- 3.2 Exemplary proficiency in specific field(s) of dietetic employment.
- 3.3 Contributions to other professional organisations through, for example:
 - 3.3.1 Involvement in matters of mutual interest
 - 3.3.2. Influential in communicating and promoting dietetics to the wider community
 - 3.3.1 Papers/presentations at meetings.
 - 3.3.2 Published papers.
- 3.4 Influence on members of profession, for example:
 - 3.4.1 Contribution to the professional development of dietitians beyond formal education and training – a mentor; professional generosity of time to support colleagues
 - 3.4.2 Recognition as an authority in his/her field by members of the profession or other health professionals.
- 3.5 Advocacy for profession, for example:
 - 3.5.1 Contribution to the growth of the profession and to its recognition
 - 3.5.2 Considered as a role model by virtue of the way in which the nominee practises the profession and conducts him/herself as a professional
- 3.6 International dietetic interests, for example:
 - 3.6.1 Contribution to and enhancement of New Zealand's presence internationally.

4 Non Dietitians NZ Members

Persons other than dietitians may be conferred with Honorary Life membership. They will be persons who have made a difference to the progress of the dietetic profession, for example:

- 4.1 Exemplary promotion and support of dietetics/dietitians/Dietitians NZ.
- 4.2 Specialist training/education of dietitians.

4.3 Involvement and inclusion of dietitians in their work/research

4.4 International research, teaching, public education in field of nutrition/dietetics.

4.5 Contributions to the knowledge of Dietetics and Nutrition through intellectual/specialist presentations at Dietitians NZ conferences and in the scientific literature.

Please forward your nomination by email or post to:

National Office, Dietitians NZ
Email: admin@dietitians.org.nz
PO Box 13468, Johnsonville, Wellington 6440
Tel [04] 477 4704
Fax (04) 477 4705

Applications close 1st June

Nominations will be confidential to the Awards Selection Committee, and the Dietitians NZ Council.

Presentation of Honorary Life Membership will occur at the Annual General Meeting of Dietitians NZ. A recipient who is a Dietitians NZ member is obliged to be present to receive the Honour. Recipients under Category 4 are often not present when their Honour is approved by the meeting.

Constance Shearer Lecture

Background

The Constance Shearer Lecture is a prestigious event for Dietitians New Zealand. Constance Shearer is one of New Zealand Dietetics legends. She gained her Diploma in Home Science in 1942, and taught at Wellington Girl's College for four years until she became a student dietitian. Once qualified as a dietitian, she worked for about three years at Wellington Hospital, before being granted study leave to attend the University of Alabama where she gained a B.S. in Home Economics. In 1956, she was appointed Senior Dietitian to the Wellington Hospital Board, a position she held until in 1965, she was appointed Advisory Dietitian to the Department of Health. Sadly she died prematurely aged 48, in 1968. She is remembered for her tremendous vitality and energy, and she loved her work with a passion. She had vision and enthusiasm, and the ability to carry others along with her. She was involved with the New Zealand Dietetic Association in various roles, including Treasurer, Secretary, Vice-President, President and Journal Editor. After her death, the Association received a bequest of £500. This formed the basis of the New Zealand Dietetic Association Education Trust. Income from the Trust was first used to fund the Constance Shearer Lecture.

The Constance Shearer Lecturer is invited by the Executive Committee to deliver a lecture on a topic of his/her choice related to and of interest to the Dietetic profession. It is a public lecture, and lecturers are not necessarily dietitians. In fact most of the lectures delivered to date have been by non-dietitians. The first Constance Shearer Lecture was given by Professor Coleman, Dean of the Home Science Faculty of the University of Otago, in 1969, a year after the benefactor died.

Selection process

1. The Constance Shearer Lecture will usually be associated with a Dietitians NZ Conference or National Meeting.
2. Funding for this lecture is provided by the Education Trust Fund.
3. A potential lecturer (not necessarily a Dietitian) may be nominated by a Conference or National Meeting Organising Committee, a Branch Committee or Special Interest Group, or an individual member, and the name submitted to the Executive Committee for approval.
4. The nominee will be invited by either the Chair or the Convener of the Organising Committee, at least 12 months before the event. (From experience, this time is needed to develop the topic and lecture).
5. The nominee will accept or decline the invitation.
6. It is not necessary to have a Constance Shearer Lecture every year.
7. The Constance Shearer Lecture is a public lecture and will be advertised as such.

8. The nominee will select a topic of his/her own choice, provided that it is on a subject relevant to the dietetic profession.
9. The lecture time is one hour, including time for introductions and thanks. No questions will be taken.
10. The lecture will be chaired by the Chair of Dietitians New Zealand who will introduce and thank the lecturer.
11. The lecturer will receive an honorarium for the lecture. This is reflective of the honour bestowed on the invited lecturer, and the time and effort put into delivering a lecture of interest to the Dietetic Profession.
12. It is recommended that the honorarium be no less than \$750.00.
13. The lecture will be printed in the Annual Report, and a copy must be submitted to the Archivist c/o admin@dietitians.co.nz .