**Inaugural Excellence in Enterprise Mentoring Awards 2013**

Guidance notes for mentoring organisations

Please note that whilst the nomination forms are completed by the mentoring organisation, the awards are given to the mentor and the business being mentored

Mentoring organisations should bear in mind that the awards are for **enterprise mentoring only.** In addition please do not submit more than two nominations for each category. The categories are growth**, export, start up, innovation, diversity, and virtual mentoring**. For each category, the award criteria and nomination forms are available from mentorsme.co.uk

|  |  |
| --- | --- |
| **Excellence in Diversity**  Sponsored by  **EDA at University of Birmingham** | C:\Documents and Settings\tom.howitt.INTERNAL\Desktop\LOGOS\W_Marque_Black.jpg |

The diversity award is open to mentoring organisations who are resident on mentorsme and other organisations that show clearly a mentoring service. However awards will be given to the mentoring relationship that best meets the criteria below.

Nominations for this award should include businesses (including not for profit or social enterprises) who successfully mentor diverse businesses - be that Ethnic Minority Businesses, women led businesses, or under-represented businesses.

In addition, judges will be looking for evidence that mentoring has played a significant role in including diversity and inclusion in the business

Judges will be looking for your nomination form to prove the following:

Mentoring

* An early understanding of the challenge facing the business
* Clearly stated objectives for the mentoring relationship
* Effective use of time and resource
* A highly effective and successful mentoring relationship
* Significant benefits to the business and mentor

Diversity

* How diversity has been applied in the customer’s business
* How diversity has improved staff morale, performance and effectiveness
* The creation of competitive advantage through engagement with diverse groups
* How mentoring has been used to support diversity
* Evidence of an ethical and sustainable approach to business and of being recognised as a diverse company

**All applications to be sent to** [**tom.howitt@bba.org.uk**](mailto:tom.howitt@bba.org.uk) **by 2nd October 2013**

**Inaugural Excellence in Enterprise Mentoring Awards 2013**

Name of nominating mentoring organisation:

Contact Name:

Tel No:

Email: