

2018 Canada's Most Powerful Women: Top 100 Awards Nomination Criteria and Submission Requirements

Awards categories:

- BMO Arts, Sports & Entertainment Award
- RBC Champions Award
- Accenture Corporate Director Award
- HSBC Corporate Executives Award
- Mercedes-Benz Emerging Leaders Award
- Entrepreneurs Award
- TELUS Future Leaders Award
- KPMG Professionals Award
- PwC Public Sector Leaders Award
- CIBC Trailblazers & Trendsetters Award

BMO ARTS, SPORTS & ENTERTAINMENT AWARD

This category recognizes women who have shaped Canadian thinking and culture through the profound impact they have made in the Arts, Sports or Entertainment arenas.

They have made contributions in one of the disciplines of the arts including but not limited to: journalism, literature, broadcasting, cinema and the performing arts.

They cannot currently be in public office. The Nominee must be actively in her role on or before December 31, 2017.

Nominees are judged on the following criteria:

- **Career Accomplishments:** What has the Nominee accomplished in her career that sets her apart?
- **Impact on Canadian Thinking and Culture:** How has the Nominee had a measurable impact on Canadian thinking and culture?
- **Vision and Leadership:** How has the Nominee demonstrated vision and leadership at her current organization and throughout her career?
- **Community Service:** How does the Nominee demonstrate her commitment to the community?

In order to submit a completed online Nomination Package, you will require the following:

1. Completed Online Nomination Form
2. Internal Letter of Reference (one page maximum, Word Document or PDF)
May be provided by anyone from the Nominee's organization, including a member of the board of directors.
3. Nominee's Digital Headshot (High-resolution, colour image, minimum 300 dpi resolution, max 2MB, JPEG or TIFF)
4. Nominee's Biography (one page maximum, Word Document)

RBC CHAMPIONS AWARD

This category recognizes women who are currently making a distinct and describable difference to the advancement of women in the Canadian workplace.

They cannot currently be in public office. The Nominee must be actively in her role on or before December 31, 2017.

Nominees are judged on the following criteria:

- **Role Model:** What mentoring and other initiatives has the Nominee undertaken to assist women in the Canadian workplace through serving as a role model?
- **Impact on Other Women:** How has the Nominee had a measurable impact on women at the local, regional, national and international levels?
- **Change Agent:** What are examples of the Nominee's accomplishments as an agent of change in making a distinct and describable difference to the advancement of women in the Canadian workplace?
- **Community Service:** How does the Nominee demonstrate her commitment to the community?

In order to submit a completed online Nomination Package, you will require the following:

1. Completed Online Nomination Form
2. Internal Letter of Reference (one page maximum, Word Document or PDF)
May be provided by anyone from the Nominee's organization, including a member of the board of directors.
3. Nominee's Digital Headshot (High-resolution, colour image, minimum 300 dpi resolution, max 2MB, JPEG or TIFF)
4. Nominee's Biography (one page maximum, Word Document)

ACCENTURE CORPORATE DIRECTOR AWARD

This category recognizes women who serve as a:

- Director of a Canadian public or privately-held company, a Canadian crown corporation or an international public or privately-held company;
- Governor of a Canadian university; or,
- Director of a Canadian hospital.

They cannot currently be in public office. The Nominee must be actively in her role on or before December 31, 2017.

Nominees are judged on the following criteria:

- **Impact on Board Effectiveness:** How has the Nominee contributed to the effectiveness of the one Board on which she currently sits and for which she is being nominated?
- **Impact on Corporate Governance:** How has the Nominee contributed to improved corporate governance throughout her board career?
- **Leadership in Diversity:** How has the Nominee demonstrated her commitment to improving diversity at the board and executive team levels throughout her board career?
- **Not-for Profit and Public Sector Board Service:** How has the Nominee demonstrated her commitment to the community?

In order to submit a completed online Nomination Package, you will require the following:

1. Completed Online Nomination Form
2. Internal Letter of Reference (one page maximum, Word Document or PDF)
May be provided by anyone from the Nominee's organization, including a member of the board of directors.
3. Nominee's Digital Headshot (High-resolution, colour image, minimum 300 dpi resolution, max 2MB, JPEG or TIFF)
4. Nominee's Biography (one page maximum, Word Document)

HSBC CORPORATE EXECUTIVES AWARD

This category recognizes women who hold senior positions in Canada's publicly-traded and privately owned companies, pension funds and co-operatives.

Nominees must hold a position at the Vice-President level or higher or report directly to the President. Nominees may be employed by companies of all sizes.

They cannot currently be in public office. The Nominee must be actively in her role on or before December 31, 2017.

Nominees are judged on the following criteria:

- **Management Role:** How does the Nominee contribute to the management and strategic direction of her organization?
- **Vision and Leadership:** How has the Nominee demonstrated vision and leadership at her current organization and throughout her career?
- **Corporate Performance:** How did the Nominee contribute to the financial performance of her organization in the most recent fiscal year?
- **Community Service:** How does the Nominee demonstrate her commitment to the community?

In order to submit a completed online Nomination Package, you will require the following:

1. Completed Online Nomination Form
2. Internal Letter of Reference (one page maximum, Word Document or PDF)
May be provided by anyone from the Nominee's organization, including a member of the board of directors.
3. Nominee's Digital Headshot (High-resolution, colour image, minimum 300 dpi resolution, max 2MB, JPEG or TIFF)
4. Nominee's Biography (one page maximum, Word Document)

MERCEDES-BENZ EMERGING LEADERS AWARD

This category recognises high potential women between the ages of 30 to 40 years, who have a proven passion for learning and innovation and, if applicable, have been targeted for successive leadership positions or show great potential in their chosen field. Nominees must have been in their profession for a minimum of 3 years, are strong performers, and have demonstrated exemplary leadership abilities.

Nominees must fall within the above age range (as of 31 December, 2017) and may be from any professional background or discipline.

Nominees are judged on the following criteria:

- **Vision and Leadership:** How has the Nominee demonstrated vision and leadership at her current organisation and throughout her career through demonstrating innate leadership skills and the motivation to take her organisation to the next level?
- **Authentic Leadership:** How does the Nominee demonstrate a strong sense of purpose, trust from peers and true engagement within the organisation and more broadly, within the community?
- **Innovative Thinking:** Is she willing to take risks to achieve her goals and does she strive to improve through continuous learning and improvement?

In order to submit a completed online Nomination Package, you will require the following:

1. Completed Online Nomination Form
2. Internal Letter of Reference (one page maximum, Word Document or PDF)
May be provided by anyone from the Nominee's organization, including a member of the board of directors.
3. Nominee's Digital Headshot (High-resolution, colour image, minimum 300 dpi resolution, max 2MB, JPEG or TIFF)
4. Nominee's Biography (one page maximum, Word Document)

ENTREPRENEURS AWARD

This category recognizes women who own and operate businesses. The criteria for this Nominee includes:

- Actively manage the daily affairs of the company as the top executive;
- Own at least 25% of the shares of a private company (if she is a Founder or Co-Founder and transferred equity for tax reasons to a life partner and children for example, these shares will be included in the equity calculation) or own at least 5% of the shares of a publicly-traded company.

They cannot currently be in public office. The Nominee must be actively in her role on or before December 31, 2017.

Nominees are judged on the following criteria:

- **Management Role:** How has the Nominee grown her business and adapted to changing markets and customer needs?
- **Vision and Leadership:** How has the Nominee built and grown her team to support her vision?

- **Corporate Performance:** How has the Nominee delivered strong earnings in the most recent fiscal year?
- **Community Service:** How does the Nominee demonstrate her commitment to the community?

In order to submit a completed online Nomination Package, you will require the following:

1. Completed Online Nomination Form
2. Internal Letter of Reference (one page maximum, Word Document or PDF)
May be provided by anyone from the Nominee's organization, including a member of the board of directors.
3. Ownership Position Letter (one page maximum, Word Document or PDF)
A letter under the signature of the organization's CFO or outside accounting firm verifying Nominee's ownership position.
4. Nominee's Digital Headshot (High-resolution, colour image, minimum 300 dpi resolution, max 2MB, JPEG or TIFF)
5. Nominee's Biography (one page maximum, Word Document)

TELUS FUTURE LEADERS AWARD

This category recognizes exceptional young women who have distinguished themselves early in their careers, and who show tremendous potential to continue making their mark in the years to come.

Nominees must be 29 years of age or younger (as of December 31, 2017) and may be from any professional background or discipline.

They cannot currently be in public office. The Nominee must be actively in her role on or before December 31, 2017.

Nominees are judged on the following criteria:

- **Career Accomplishments:** What has the Nominee accomplished in her career that sets her apart?
- **Vision and Leadership:** How has the Nominee demonstrated vision and leadership at her current organization and throughout her career?
- **Community Service:** How does the Nominee demonstrate her commitment to the community?

In order to submit a completed online Nomination Package, you will require the following:

1. Completed Online Nomination Form
2. Internal Letter of Reference (one page maximum, Word Document or PDF)
May be provided by anyone from the Nominee's organization, including a member of the board of directors.
3. Nominee's Digital Headshot (High-resolution, colour image, minimum 300 dpi resolution, max 2MB, JPEG or TIFF)
4. Nominee's Biography (one page maximum, Word Document)

KPMG PROFESSIONALS AWARD

This category recognizes women who are professionals in practice who play a leadership role within their organizations. Nominees include women who serve on their firm's executive committee, have founded their own professional services firms, and/or who serve their profession in a leadership role at a provincial or national level. For purposes of this category, "profession" means a vocation or occupation requiring special (usually advanced) education, knowledge and skill.

"Professionals" may include: Lawyers, Doctors, Engineers, Non-for-Profit, Professional, Accountants

They cannot currently be in public office. The Nominee must be actively in her role on or before December 31, 2017.

Nominees are judged on the following criteria:

- **Management Role:** How does the Nominee contribute to the management and strategic direction of her organization?
- **Vision and Leadership:** How has the Nominee demonstrated vision and leadership at her current organization and throughout her career?
- **Corporate Performance:** How did the Nominee contribute to the financial performance of her organization in the most recent fiscal year?
- **Community Service:** How does the Nominee demonstrate her commitment to the community?

In order to submit a completed online Nomination Package, you will require the following:

1. Completed Online Nomination Form
2. Internal Letter of Reference (one page maximum, Word Document or PDF)
May be provided by anyone from the Nominee's organization, including a member of the board of directors.
3. Nominee's Digital Headshot (High-resolution, colour image, minimum 300 dpi resolution, max 2MB, JPEG or TIFF)
4. Nominee's Biography (one page maximum, Word Document)

PwC PUBLIC SECTOR LEADERS AWARD

This category recognizes women who hold senior positions in Canada's public sector organizations, including Crown Corporations and the Canadian Forces. They cannot currently be in public office.

1. Nominees will be selected from this category's groupings:
2. Federal government departments
3. Provincial ministries
4. Universities
5. Municipalities
6. Hospitals and regional health authorities
7. Crown corporations
8. Canadian Forces

The Nominee must be actively in her role on or before December 31, 2017.

Nominees are judged on the following criteria:

- **Management Role:** How does the Nominee contribute to the management and strategic direction of her organization?
- **Vision and Leadership:** How has the Nominee demonstrated vision and leadership at her current organization and throughout her career?
- **Corporate Performance:** How did the Nominee contribute to the financial performance of her organization in the most recent fiscal year?
- **Community Service:** How does the Nominee demonstrate her commitment to the community?

In order to submit a completed online Nomination Package, you will require the following:

1. Completed Online Nomination Form
2. Internal Letter of Reference (one page maximum, Word Document or PDF)
May be provided by anyone from the Nominee's organization, including a member of the board of directors.
3. Nominee's Digital Headshot (High-resolution, colour image, minimum 300 dpi resolution, max 2MB, JPEG or TIFF)
4. Nominee's Biography (one page maximum, Word Document)

CIBC TRAILBLAZERS & TRENDSETTERS

This category recognizes women who are either the first in their field or have made a major impact on it, and who have made a great contribution to Canadian society in any field of endeavour.

They cannot currently be in public office. The Nominee must be actively in her role on or before December 31, 2017.

Nominees are judged on the following criteria:

- **Breaking New Ground or Traditional Barriers:** How has the Nominee broken new ground or traditional barriers?
- **Impact of Contribution on Canadian Society:** How has the Nominee had a measurable impact on Canadian society?
- **Vision and Leadership:** How has the Nominee demonstrated vision and leadership at her current organization and throughout her career?
- **Community Service:** How does the Nominee demonstrate her commitment to the community?

In order to submit a completed online Nomination Package, you will require the following:

1. Completed Online Nomination Form
2. Internal Letter of Reference (one page maximum, Word Document or PDF)
May be provided by anyone from the Nominee's organization, including a member of the board of directors.
3. Nominee's Digital Headshot (High-resolution, colour image, minimum 300 dpi resolution, max 2MB, JPEG or TIFF)
4. Nominee's Biography (one page maximum, Word Document)