

Nursery and Garden Industry Victoria's

Industry Recognition Manual 2023

Introduction

The Victorian horticultural industry is one that is steeped in history and now forms a vital part of the national economy, contributing in excess of \$2.5 billion annually. It's an industry that our association, Nursery & Garden Industry Victoria (NGIV), is proud to oversee first being formed in 1903. Our members continue to play their part in supporting our state and the national economy, environment and community.

It is with great pleasure that I introduce the NGIV Recognition Manual for the first time in 2023.

Through recognising our members, as well as those setting exceptional standards in our industry, we move towards further developing our Victorian horticultural sector as a leader across the nation.

Celebrating the outstanding achievements of the passionate people, inspiring businesses and cutting-edge developments is an important part of our association. Honouring the best of the best is just one way we can continue to inspire excellence within the horticultural industry not only across the state but also across the country.

This manual is a comprehensive guide to our state-wide industry awards and aims to outline, in detail, the numerous awards allowing us to recognise those setting elevated standards across industry.

We hope this guide prompts you to stop and reflect on achievements from the past year within your own organisation – whether that be staff, innovative ideas, projects or businesses showcasing brilliance. We encourage you to take the time to submit nominations so that we can come together and share and celebrate those deserving of recognition.

I look forward to celebrating with you at NGIV's Annual Awards Evening.



A handwritten signature in black ink, appearing to read 'Simon Gomme'.

***Simon Gomme,
NGIV President***

Contents

Introduction	2
Overview	4
Process for all awards	4
Key dates.....	4
NGIV Awards Evening 2023	4
NGIV Industry Awards.....	5
Commitment to Environmental Stewardship	5
Horticulture Student of the Year	7
Young Horticulture Leader of the Year	9
Life Member.....	11
Honorary Member	11
Certificate of Service Awards.....	12
Presidents Distinguished Service Award.....	12

Overview

This manual provides information on each of the NGIV awards, which are presented at the annual NGIV Awards Evening.

You'll also find information about the selection criteria, application details, and nomination and judging information.

Process for all awards

The majority of the awards and associated applications will be reviewed by an independent panel, consisting of a minimum of three subject matter experts from the NGIV membership base, or external organisations where relevant, to determine a shortlist and ultimately a winner.

All applicants must be NGIV members, or a staff member of an NGIV member business. Applications must be submitted on time and address all relevant criteria to be valid.

Shortlisted businesses may be contacted to provide additional information, at the discretion of the independent panel, to assist with the decision-making process. Should the panel determine that award criteria are not sufficiently met, the award will not go ahead.

Winners will be announced at the annual NGIV Awards Evening.

Key dates

Nomination and awards	
Fri 27 April – Fri 9 June	Award nominations open
Mon 12 June – Wed 5 July	Award judging period
Ticket sales	
Fri 27 April – Fri 30 June	Event tickets available Purchase now

NGIV Awards Evening 2023

Saturday 15 July 2023

Zinc – Federation Square, Melbourne CBD

NGIV Industry Awards

Commitment to Environmental Stewardship

The **Commitment to Environmental Stewardship Award** recognises an ability to demonstrate excellence through positive environmental outcomes and demonstrates sustainability leadership within the industry.

Examples include reducing inputs/resources in, collaborating with environmental/sustainability organisations on a particular project, changing workplace practices to benefit the environment or realising novel sustainability opportunities within the horticultural profession.

This award is open to a business, company, group or individual. Applicants must be members of NGIV or an employee of a member business.

Criteria

Sustainable Practices	Demonstrated sustainable practices in their horticultural or allied business. This could include the use of organic methods, a nursery-wide integrated pest management program, reducing water usage, and minimising the use of harmful chemicals.
Conservation Efforts	Strong track record of actively conserving and preserving natural resources or the promotion of its importance. I.e. Efforts to protect wildlife habitats, restoring degraded land, and actively promoting biodiversity.
Environmental education and outreach	Commitment to educating and involving community in environmentally sustainable horticultural practices. This could include work with community gardens, hosting workshops on sustainable gardening practices, and partnering with local organisations to promote environmental stewardship.
Creativity, innovation and research	Pushing the boundaries of what is possible in sustainable horticulture. This could include developing or adoption of new technologies or techniques for reducing environmental impact, exploring new plant varieties that are more sustainable or resilient to changing climates, or experimenting with more sustainable growing methods.
Leadership and long-term impact	Demonstrating long-term impact on the environment and the community, including sustained initiative or efforts that inspire others to adopt environmentally sustainable practices.

Process

Applicants can submit their information online, addressing the above criteria where possible and/or relevant in the form of a digital presentation (PowerPoint/PDF).

Supporting documentation is recommended and can include:

- Evidence/records of positive environmental impact of implemented sustainable practices, including certification or similar
- Strategies/business cases outlining sustainable outcomes
- Teaching materials and/or resources
- Independent references or assessments, etc.

Applicants will then be required to present to the independent judging panel for up to 10 minutes with five minutes of question time. This will take place in mid-late June 2023.

Nomination/application information

To apply or nominate a business for this award, please prepare your digital presentation and any additional supporting evidence. Presentation can be in PDF or PowerPoint format.

Click here to [submit your application](#)

The deadline for submission is **5 pm, Friday 9 June 2023**.

Horticulture Student of the Year

The **Horticulture Student of the Year** award is presented to a student of any age who is currently enrolled and studying for an apprenticeship or training course within the horticulture sector that leads to a nationally recognised qualification.

Eligibility

- An NGIV member or staff of NGIV member business
- A permanent resident of Australia
- Completed or due to complete a training course in the period 1 July 2022 to 31 December 2023
- Must be studying a horticulture or nursery-related qualification
- Student must have achieved a pass, or be on track to achieve a pass in their chosen course

Criteria

Career and study achievements	Why have you chosen to study in the horticulture sector? How has it changed or impacted on you? What have you gained from your apprenticeship/course to date or in completing your course? What new skills have you have been able to bring to your workplace?
Team and communication skills	What have you been able to pass on to workmates, employers, friends, or family, about your training? What do you like about working in your team? What traits do you think are important to positively influence others?
Ability to be a representative for the horticulture sector	Examples where you have taken a leadership role inside or outside of studying or work. Other activities where you have been a representative for the industry. The qualities or activities you feel would be useful in promoting your role as Horticulture Student of the Year.

Process

NGIV welcomes applications from people who wish to nominate themselves or someone else (e.g. an employee) for an award. Due to the nature of the application and award process, NGIV strongly encourages discussion and collaboration between the person making the nomination and the nominee during the preparation of the award application.

The nominee must provide a written application and submit it through the online award application form (link below) and be no longer than 1,500 words (excluding supporting evidence). This should include:

- A brief introduction, including, who you are, the name of your course, where you are studying or undertaking your apprenticeship.
- Your ambitions within the industry, and where your passion for horticulture comes from.
- Response to the selection criteria, detailing your excellence against some or all the criteria.

This can be completed on Word and uploaded into the application as a PDF or Word document.

Include any supporting documents (e.g., certificates, awards, references) that may benefit your application.

The nominees must be available for an interview with members of the NGIV Education & Training Committee, which will take place in late June 2023. The team at NGIV will be in touch with you to arrange a suitable time once your application has been received.

The winning and highly commended nominees will be recommended by the NGIV Education & Training Committee and affirmed by the NGIV Board.

Nomination/application information

Application tips

- Make sure you read all the information
- You do not need to provide a response to all the selection criteria– select what you think are your strongest attributes or examples
- Provide good, clear examples that relate to your study/apprenticeship
- Keep your choice of words simple and formal; avoid the use of slang and/or jargon
- Proofread, or seek assistance in proofreading, your application.
- Do not rely exclusively on ChatGPT or similar AI tools in the writing of your application. Your application should be specific to you and provide specific examples of your achievements and suitability for this award.

Click here to [submit your application](#)

The deadline for submission is **5 pm, Friday 9 June 2023.**

Young Horticulture Leader of the Year

This award recognises Victoria's up-and-coming horticultural talent. This person may only just be starting out in their career, but have displayed the capability, commitment, and vision, to become a future leader.

Eligibility

All nominees must be:

- An NGIV member or staff of NGIV member
- A permanent resident of Australia
- 35 years old or under

Criteria

Adaptable to different professional environments
Demonstrated passion within horticulture
Adjusts communication style to suit audiences
Able to comprehend and apply direction and instructions efficiently
Takes proactive steps to further develop knowledge and experience
Demonstrated ability to think creatively to solve problems
Displays a thoughtful approach to diversity and inclusion
Inspires colleagues to perform to the best of their ability
Demonstrates a willingness to learn from their colleagues

Process

NGIV welcomes applications from people who wish to nominate themselves or someone else (e.g. an employee) for an award. Due to the nature of the application and award process, NGIV strongly encourages discussion and collaboration between the person making the nomination and the nominee during the preparation of the award application.

The nominee must provide a written application and submit it through the online award application form (link below) and be no longer than 1,500 words (excluding supporting evidence). This should include:

- A brief introduction, including, who you are, where you work and your role, your experience and where your passion for horticulture comes from
- Response to the selection criteria, detailing your excellence against some or all the criteria.

This can be completed on Word and uploaded into the application as a PDF or Word document.

Include any supporting documents (e.g., certificates, awards, references) that may benefit your application.

The nominees must be available for an interview with members of the NGIV Education & Training Committee, which will take place in late June 2023. The team at NGIV will be in touch with you to arrange a suitable time once your application has been received.

The winning and highly commended nominees will be recommended by the NGIV Education & Training Committee and affirmed by the NGIV Board.

Nomination/application information

Application tips

- Make sure you read all the information
- You do not need to provide a response to all the selection criteria– select what you think are your strongest attributes or examples
- Provide good, clear examples that relate to your study/apprenticeship
- Keep your choice of words simple and formal; avoid the use of slang and/or jargon
- Proofread, or seek assistance in proofreading, your application.
- Do not rely exclusively on ChatGPT or similar AI tools in the writing of your application. Your application should be specific to you and provide specific examples of your achievements and suitability for this award.

Click here to [submit your application](#)

The deadline for submission is **5 pm, Friday 9 June 2023.**

Life Member

To be eligible to be considered for Life Membership:

Clause 6 (d) of NGIV's Articles of association states:

A Life Member shall be a person deemed by the Board to have rendered valuable and distinguished service to the Association and who has been a Member for not less than ten (10) years and who has been elected by the Members at any Annual General Meeting of the Association as a Life Member of the Association.

Any current NGIV member can nominate an individual for Life Membership, however they are deemed eligible and selected by the NGIV Board.

No application process is required. To nominate, please email NGIV@NGIV.com.au

Honorary Member

Honorary members are to be appointed or re-appointed by the Board each year, prior to ratification by the members at the AGM.

Clause 6 (b) of the NGIV's Articles of Association states:

An Honorary Member shall be a person deemed by the Board to have rendered valuable and distinguished service to the Association, and who has, as a result of the person's service record, been recommended by the Board to the Members at any Meeting of the Association to be appointed as an Honorary Member of the Association for the period until the next Annual General Meeting of the Association.

Prior to each successive Annual General Meeting, the Board shall review the roll of Honorary Members and shall make recommendations to the Members for the appointment of new Honorary Members or the re-appointment of existing Honorary Members for the ensuing year.

Clause 8 of the NGIV's Articles of Association states:

An Honorary Member shall not be obliged to pay membership fees.

Any current NGIV member can nominate an individual for Honorary Membership, however they are deemed eligible and selected by the NGIV Board.

No application process is required. To nominate, please email NGIV@NGIV.com.au

Certificate of Service Awards

The **Certificate of Service Awards** acknowledge various membership milestones to Nursery and Garden Industry Victoria. The categories for recognition are within 10-year increments (10 years, 20 years, etc.).

No application is necessary for these awards. They will be presented at NGIV Annual Awards Night 2023.

President's Distinguished Service Award

The **President's Distinguished Services Award** recognises an individual that has made a significant contribution to the association and the industry over an extended period of time and has done so freely, willingly and selflessly.

This award is recommended by the NGIV President to the Board for approval. Winner(s) are presented at NGIV Annual Awards Night.