

**Guidelines:**

* There is more information about the categories on TheBusinessDesk.com website, in the events section.
* The entry form can be completed by the person/organisation themselves, or they can be nominated.
* The word count is provided as a guide, not as a strict limit, but please don’t go significantly over.
* Please attach a headshot photo of the nominated individual. For the leadership programme category could you please attach a programme and/or company logo.
* The entry deadline is **29 January, 2020**
* Please email completed entry forms to [**leadership@thebusinessdesk.com**](mailto:leadership@thebusinessdesk.com)

# Entrant details

Entrant (name and organisation):

Job title:

Email: Telephone:

Office address:

Person entering (if different from above):

Name:

Organisation:

Email: Telephone:

Relationship (e.g. colleague, customer, mentor, marketing/PR):

# FOR INDIVIDUALS

1. Please select the award(s) you are entering:

꙱ Public and third sector leader

꙱ Young leader (aged 35 and under, on December 1, 2020)

꙱ Diversity leader and inclusion leader

꙱ Emerging entrepreneur leader

꙱ Empowering potential leader

꙱ Professional services

꙱ Company leader (up to 100 employees)

꙱ Company leader (100+ employees)

꙱ Transformational leader

The overall leader will be chosen from the award winners.

1. Please summarise the organisation and what it does (up to 100 words)
2. Describe the individual’s role in the organisation (up to 100 words)
3. Why would this individual be a worthy winner? Please be as specific as possible, providing data where appropriate (please highlight anything that is to be kept confidential), and focusing on how their leadership has had a significant impact and delivered results. Also describe their leadership style and how that has helped them succeed (up to 1,000 words).

# FOR BEST LEADERSHIP PROGRAMME ENTRIES

1. Name of programme
2. Please summarise the division/organisation and what it does (up to 100 words)
3. Describe the programme in terms of what it was designed to achieve, its duration, how it fitted in to the wider organisation (up to 200 words)
4. Why would the programme be a worthy winner? Please be as specific as possible, providing data where appropriate (please highlight anything that is to be kept confidential), and focusing on how the programme has had a significant impact and delivered lasting results. Also describe any challenges faced and how the programme overcame these (up to 1,000 words).