



## **2025 Nomination Package**

The *YWCA Women of Distinction Awards*® are recognized nationally as one of the most prestigious awards for women. Since 1982, the *YWCA Saskatoon Women of Distinction Awards*® have honoured hundreds of women for their inspirational leadership and extraordinary contributions to our community.

The awards are open to all women who work or reside in Saskatchewan, north of Davidson (inclusive). All nominees, regardless of category, will be evaluated based on their commitment to breaking down barriers, promoting safety and security, empowering and uplifting women and girls, and bettering our community. Likewise, all nominees will be evaluated on how they reflect the mission and values of YWCA Saskatoon: diversity, respect, integrity, communication and teamwork guide our mission to honour our commitment to women's issues and advance reconciliation, independence, wellness and equal opportunities.

We welcome, encourage and honour diverse nominations with respect to nominee's ethnicity, religion, sexuality, socioeconomic status, abilities, ideas, and other aspects.

Within this nomination package, you'll find important information about the nomination criteria, selection criteria, and selection process, along with a Women of Distinction nomination form. Please read the information in this package carefully.

After reading the nomination package, should you have questions or require assistance, please contact us via telephone at 306-986-2870 or via email at [chuntington@ywcaskatoon.com](mailto:chuntington@ywcaskatoon.com). You can also find resources to assist you in developing a strong nomination package on our website at <https://www.ywcaskatoon.com/about/women-of-distinction/>.

All proceeds from the *YWCA Saskatoon Women of Distinction Awards*® remain in our community for important YWCA Saskatoon programs and services to improve the well-being of women, girls and their families.

Thank you for investing your time to nominate a woman who meets a category description and exemplifies the qualities of a YWCA Saskatoon Woman of Distinction.

Sincerely,

Carla Huntington  
Vice-President of Development & Engagement

## Important Dates

**Nominations Open:** Monday January 6, 2025

**Nomination Deadline:** Friday February 21st, 2025

**Nominee Photo and Video Session:** Third week of March.

**Nominees' Reception:** May 8<sup>th</sup>, 2025

**Awards Ceremony:** Thursday May 22nd, 2025

## Nominator Qualifications

- The nominator can be any individual who is interested in nominating an eligible nominee.
- The nominator must fully complete the Nomination Form and submit it, along with the supporting material (i.e., two letters of support, a short nominee biography, and nominee consent form) by **Friday February 21, 2025 at 11:59 p.m.** One Nomination Form and set of supporting material is required for each category for which a nominee is nominated.
- Multiple nominations from the same nominator are allowed.
- Current members of YWCA Saskatoon staff, Board, or event committee are not eligible to submit nominations.
- **Nominees must be aware of the nomination before the Nomination Form and supporting material are submitted.** Nominees must give consent to the nominator for the nomination and public relations involved with the event, including photo, biography, media exposure and sponsor recognition.

## Eligibility

Nominees must:

- Be either a woman or group of women.
- Represent the YWCA values of diversity, respect, integrity, communication and teamwork.
- Work or reside in Saskatchewan, north of Davidson (inclusive).
- Only be nominated for two successive years, followed by a break of at least one year.
- For the Young Trailblazers Award be aged 29 or under at the time of nomination.
- Be nominated in only one category in a given year.
- Not be a current member of the YWCA board, staff, event committee, or selection committee.
- If selected, attend the Nominee Reception and YWCA Saskatoon Women of Distinction Awards®.

In addition, nominees may be nominated:

- For a different award category after being the recipient of another award category in a previous year. Nominees may not be nominated in a category for which they have been the recipient in a previous year.
- Posthumously.

## Required Nomination Package Information

**Only fully completed Nomination Packages will be reviewed by the selection committee.**

A fully completed Nomination Package must include:

1. **The Nomination Form.** This may be done online or by printing the form and completing it. Alternatively, if required, nominees may contact the YWCA Saskatoon via telephone at 306-986-2870 or via email at [chuntington@ywcaskatoon.com](mailto:chuntington@ywcaskatoon.com) to request a printed form.

2. **Contact information for both the nominator and nominee.** This includes the nominator's and nominee's:
  - a) First and Last Name
  - b) Mailing Address
  - c) Phone Number
  - d) Email Address
3. **Letters of support.** Two letters of support are required. The letter of support cannot be from the nominator themselves, the nominee's family or YWCA Saskatoon Board, staff or volunteers. The combined letters are not to exceed four pages total.
4. **Nominee biography.** A short biography about the nominee of approximately 100 words maximum is required. The biography must be approved by the nominee.  
**Nominee consent form.** This form must be completed by the nominee and can be found at <https://www.ywcaskatoon.com/about/women-of-distinction/>.

Nomination Packages must be submitted before the deadline. All nominations must be received by **11:59 p.m. on Friday February 21, 2025**. Late or partial applications will not be accepted. **Please ensure that you have included all of the above information before submitting the nomination. The selection committee is not responsible for incomplete submissions and will not follow up with the nominator or nominee for additional information.**

In addition, the selection committee may perform research including social media screening or further interviewing of the nominee.

## Selection of Award Recipients

An anonymous Selection Committee is solely responsible for evaluating nomination packages for all award categories, excluding the Lifetime Achievement Award which is selected by the YWCA Saskatoon Board of Directors. The Selection Committee consists of up to 11 prominent women of the community who reflect the diversity of our community in terms of background, experience and demographics. There is a sincere attempt to secure members with experience of each of the awards categories. The Selection Committee is appointed by the YWCA Saskatoon CEO and Vice-President of Development and Engagement based on recommendations from previous Selection Committee members and the YWCA Saskatoon Board of Directors, as well as their own knowledge of the community.

Members of the Selection Committee must sign a strict confidentiality agreement and conflict of interest declaration. Selection Committee members must recuse themselves from the selection of any award category for which they possess a conflict of interest, and may not be nominated in a year in which they serve on the Selection Committee.

Members of the Selection Committee are provided all submitted nomination packages, along with a scoring rubric. The Selection Committee meets initially to select the shortlist of three (3) nominees for all categories, excluding the Lifetime Achievement Award. The shortlists are communicated confidentially to the Vice-President of Development and Engagement and are announced publicly at the beginning of May. The Selection Committee next meets to select the recipients of all award categories from the shortlists. These recipients are communicated confidentially to the Vice-President of Development and Engagement, who is the only other person to hold this knowledge until the recipients are announced at the YWCA Saskatoon Women of Distinction Awards Dinner.

For more information on the selection process, including blank copies of forms, please see our website at <https://www.ywcaskatoon.com/about/women-of-distinction/>.

## Events

All nominees are expected to attend a photo and video session which is to be held the third week of March.

Nominees are also expected to attend the Nominees' Reception on May 8<sup>th</sup>, 2025.

All nominees are required to partake in the Awards Ceremony on May 22, 2025.

## Nominator Information

Please provide the information of the person who is making the nomination.

### First and Last Name

### Address

### Daytime Phone

### Email

Nominator declaration (for the person who is making the nomination):

**I consent to be contacted by the YWCA Saskatoon regarding this application. (Use of your personal information will be strictly limited to the purpose to which you have consented).**

**I hereby declare that the information contained in this nomination is true to the best of my knowledge.**

**CONSENT TO BE NOMINATED. I confirm that the following nominee for a Woman of Distinction Award has agreed to this nomination.**

### Nominator Signature

### Date

How did you hear about the WOD Awards?

## Nominee Award Categories

*Some categories receive a significantly higher volume of nominations than others.  
Please read the category descriptions carefully to determine the best fit for your nominee.*

### ***Business & Entrepreneurship***

This category honours women who have successfully launched, revived or managed a business. Women nominated in this category should demonstrate excellence through achievements including but not limited to: innovation in their approach, capitalizing on new markets, and/or excellence in business practices and policies.

### ***Community Building***

This category honours women who have had a transformational effect on the local community. Women nominated in this category should demonstrate excellence through achievements including but not limited to: exceptional promotion and advocacy of a cause and/or community need, significant volunteerism and/or volunteer stewardship, outstanding artistic accomplishment, leadership in cultural community building, and/or effecting significant and sustained positive change in the community.

### ***Education***

This category honours women who have excelled as educators in all learning institutions and community programs. Women nominated in this category should demonstrate excellence through achievements including but not limited to: pedagogical innovation; work supporting education among marginalized learners and/or those with unique learning needs; outstanding public education efforts; and/or exceptional leadership.

### ***Health & Wellness***

This category honours women who demonstrate an unwavering commitment to fostering healthy lives and communities. Women nominated in this category should demonstrate outstanding achievement in the delivery, promotion, education, and/or advocacy of physical, mental, emotional, social and/or spiritual health and wellness.

### ***Leadership in Athletics***

This category honours women who have excelled in the field of athletics. Women nominated in this category should demonstrate excellence through achievements including but not limited to: outstanding athletic performance, overcoming barriers and/or adversity, promotion of athletics among women and girls, and/or outstanding accomplishment in roles such as coach, trainer, or referee.

### ***Science, Technology, Engineering and Math (STEM)***

This category honours women who have excelled in the pursuit of science, technology, engineering and/or math. Women nominated in this category should demonstrate excellence through achievements including but not limited to: groundbreaking original research, discovery and/or academic publication, outstanding practical innovation and/or invention, mentoring and creating opportunities for women in their field, and/or overcoming barriers.

### ***Women in the Trades***

This category honours women who have excelled in skilled trades industries. Women nominated in this category should demonstrate excellence through achievements, including but not limited to: innovation in their industry, exceptional leadership, mentoring and creating opportunities for women in their field, and/or overcoming barriers.

### ***Young Trailblazers***

This category honours the young women who are leading Saskatoon into a bright tomorrow. Women nominated in this category should demonstrate innovation, perseverance, and leadership in their work, education, volunteerism, and/or other accomplishments. Nominees must be 29 years of age or younger at the time of nomination.

## Nominee Information

Please provide the information of the woman you are nominating:

### Nominee's First and Last Name

### Work Title and Address, if applicable

### Home Address

### Daytime Phone

### Email

### Birthdate (Young Trailblazers Award nominees must be born on or after May 30, 1994)

Are you nominating a group (more than one woman recognized together with a single nomination)? If applicable, please provide the information of the additional individuals in this group:

### 2. Nominee's First and Last Name

### Work Title and Address, if applicable

### Home Address

### Daytime Phone

### Email

**Birthdate (required for Young Trailblazers Award born on or after May 30th, 1994)**

**3. Nominee's First and Last Name**

**Work Title and Address, if applicable**

**Home Address**

**Daytime Phone**

**Email**

**Birthdate (Young Trailblazers Award nominees must be born on or after May 30, 1994)**

Please select which award category this nomination is for from the list below. Only one category may be selected. Some categories receive a significantly higher volume of nominations than others. Please refer back to the category descriptions to carefully determine the best fit for your nominee.

- |  |                             |
|--|-----------------------------|
| Education                                      | Leadership in Athletics     |
| Women in the Trades                            | Business & Entrepreneurship |
| Science, Technology, Engineering & Math (STEM) | Women in Agriculture        |
| Young Trailblazers                             | Community Building          |
| Health & Wellness                              |                             |

## Questions About the Nominee

Please respond to all questions **in point form** and provide **specific examples**. For assistance in creating a strong nomination package, please see our resources at <https://www.ywcaskatoon.com/about/women-of-distinction/>.

- 1. How has the nominee or group of nominees shown inspiration and leadership with respect to this award category? (250 word maximum)**
  
- 2. What are the nominee's or group of nominees' skills, abilities, and accomplishments as they relate to this award category? (250 word maximum)**



**3. How has the nominee (or group of nominees) demonstrated a commitment to breaking down barriers, promoting safety and security, empowering and uplifting women and girls, and bettering our community? (250 word maximum)**

**4. At YWCA Saskatoon, our values of diversity, respect, integrity, communication and teamwork guide our mission to honour our commitment to women's issues and advance reconciliation, independence, wellness and equal opportunities. How does the nominee or group of nominees reflect the mission and values of YWCA Saskatoon? (250 word maximum)**

In order for your nomination package to be considered complete, you must attach two letters of support, a short nominee biography (100 words maximum), and the nominee consent and voluntary equity disclosure form. Please see the section “Required Nomination Package Information” for more detail.

### **Nomination Package Checklist**

- Completed nomination form
- 2 Letters of Support
- Short Nominee Biography (100 words max.)
- Nominee Consent Form

Thank you again for investing your time to nominate a woman for a YWCA Saskatoon Woman of Distinction Award!

**Save the Date:**

**The YWCA Saskatoon Women of Distinction Awards® will take place on May 22, 2025.**

Please save and email completed applications to [chuntington@ywcaskatoon.com](mailto:chuntington@ywcaskatoon.com)

Or, mail completed applications to:



**YWCA Saskatoon**  
**ATTENTION: Carla Huntington, VP Development & Engagement**  
**510 - 25th Street East**  
**Saskatoon, SK**  
**S7K 4A7**

**Applications will not be accepted after February 21, 2025.**