

Legal Awards 2020

**Support Staff Member of the Year**

**Nomination Entry and Application Form**

**NAME OF NOMINEE:…………………………………………………………………………………………………………**

**POSITION AT THE FIRM/ CHAMBERS……………………………………………………………………….**

**FIRM/ Chambers: ………………………………………………………………………………………..**

**MANAGING/SENIOR PARTNER/ HEAD OF CHAMBERS: ……………………………………………...**

**EMAIL ADDRESS OF NOMINEE: …………………………………………………………………………………………...**

**PHONE NUMBER OF FIRM/ CHAMBERS: …………………………………………………………………………………………..**

**ADDRESS OF FIRM/ CHAMBERS: …………………………………………………………………………………………………….**

**……………………………………………………………………………………………………………………**

**NOMINATED BY (Name/Firm. Chambers)………………………………………………………………….**

**Signed by Person Nominating...................................................................................**

**Signed by Nominee..............................................................................................**

**Form completed by …………………………………………………………………………………**

**Nominations are invited from Solicitors, Barristers, legal professionals and their Chambers/Firms.**

**In the answers to the questions below, Judges will be looking for demonstrable evidence, and a minimum of 2 specific examples, from the last 12 months.**

**Testimonial limited to 3.**

**Judges will be looking for demonstrable evidence, including specific examples, for each of the areas below.**

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| 1. Please outline why the nominated staff member should be considered for this category, by giving details about a specific case, transaction or situation which has been particularly successful or dealt with well or other examples of activities, such as client relationships and business development that will set the nominated staff member apart from the other nominees. (Word limit – 400 words) (10 marks) |
| 2. Please detail the key initiatives this individual has been involved in during the last 12 months and how this has been of benefit to the firm/ Chambers or its clients or both. (Word limit – 200 words) (5 marks) |
| 3. Provide examples of how and when the nominated individual has acted above and beyond the standard expected of them at their level and how this has been of benefit to the firm/ chambers or others. (Word Limit – 200 words) (5 marks) |
| 4. Give details of the nominated individual’s involvement in charitable activities and the fostering of business, community and professional relationships and links with local universities and schools during the last 12 months and how this has made a difference to your business(Word limit – 400 words) (10 marks) |
| 5. Details about the nominated individual’s contribution to the profile of your firm/ chambers such as social media and profile in the local/national press and the development of your business during the last 12 months. (Word limit – 200 words) (2 marks)  6. Please set out any additional information in support of this application which has not been given above stating how the nominated individual has overcome any challenges and stating what makes this nominated individual particularly exceptional. (Word limit – 200 words) (5 marks) |

Declarations

I (as the individual nominated) confirm that the information stated within this application form and supporting evidential enclosures is true and accurate to the best of my knowledge.

I take full responsibility for all information provided. I confirm that I understand that if any information is found not to be true, then my application may be disqualified and removed from the consideration process.

I confirm at the time of this application being submitted, I am a paid (up to date) member as part of a firm/ Chambers of the Leicestershire Law Society.

Signed:- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name:- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_