**Award Category: Employer of the Year\***

**Nominee Organisation:**

**Nominee Country:**

**Word Count:**   
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The Employer of the Year award is open to any organisation that employs staff working in private client and/or trust administration or management, and recognises organisations that go above and beyond for their employees, supporting their development, promoting high standards and providing a happy and healthy work environment.

Depending on the entries received, the judges may decide to split the category into ‘midsize firm’ and ‘large firm’ subcategories; if so, entrants will be advised of this at the shortlist stage.

\*Please note all entries will be judged using the criteria stated below with each point having an equal weighting of 20 per cent, so entrants must cover all points and note that the awards are intended to highlight those that have achieved particular success over the past year (15 April 2022 – 14 April 2023). All text within the document including any references and appendices will be included in the 1100 word count. **As of 2021, URL links are not permitted within the submission.**

NB: STEP’s Employer Partnership Programme (EPP) accredits organisations’ learning and development provision against a number of standards. These standards provide some useful guidelines to consider when entering this category. You can find the EPP guidelines [here](https://www.step.org/system/files/media/files/2020-06/EPP_Guidelines.pdf).

1. Provide examples of activities that foster a dynamic, happy and healthy workplace.
2. Explain how the organisation supports employees’ continued learning and development.
3. Demonstrate the organisation’s commitment to equality, diversity and inclusion.
4. Outline the organisation’s approach to the promotion and upholding of high professional and ethical standards.
5. Demonstrate that the importance of continued development within a positive and supportive working environment is championed from the top of the organisation.