



The tenth annual
**JERSEY
ENTERPRISE
AWARDS**



Entry Form for the Ogier Training & Development Award



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Name of organisation:

Number of years trading:

Address:

Main business activity:

How many employees do you have in your organisation?

Full time & part time:

How many people have trained as part of this programme?

Submission signed by:

Position in organisation;





Describe yourself fully, including the infrastructure in which you operate rather than the organisational structure.

A large, empty rectangular area with a light purple gradient background, intended for writing the planned outcomes.



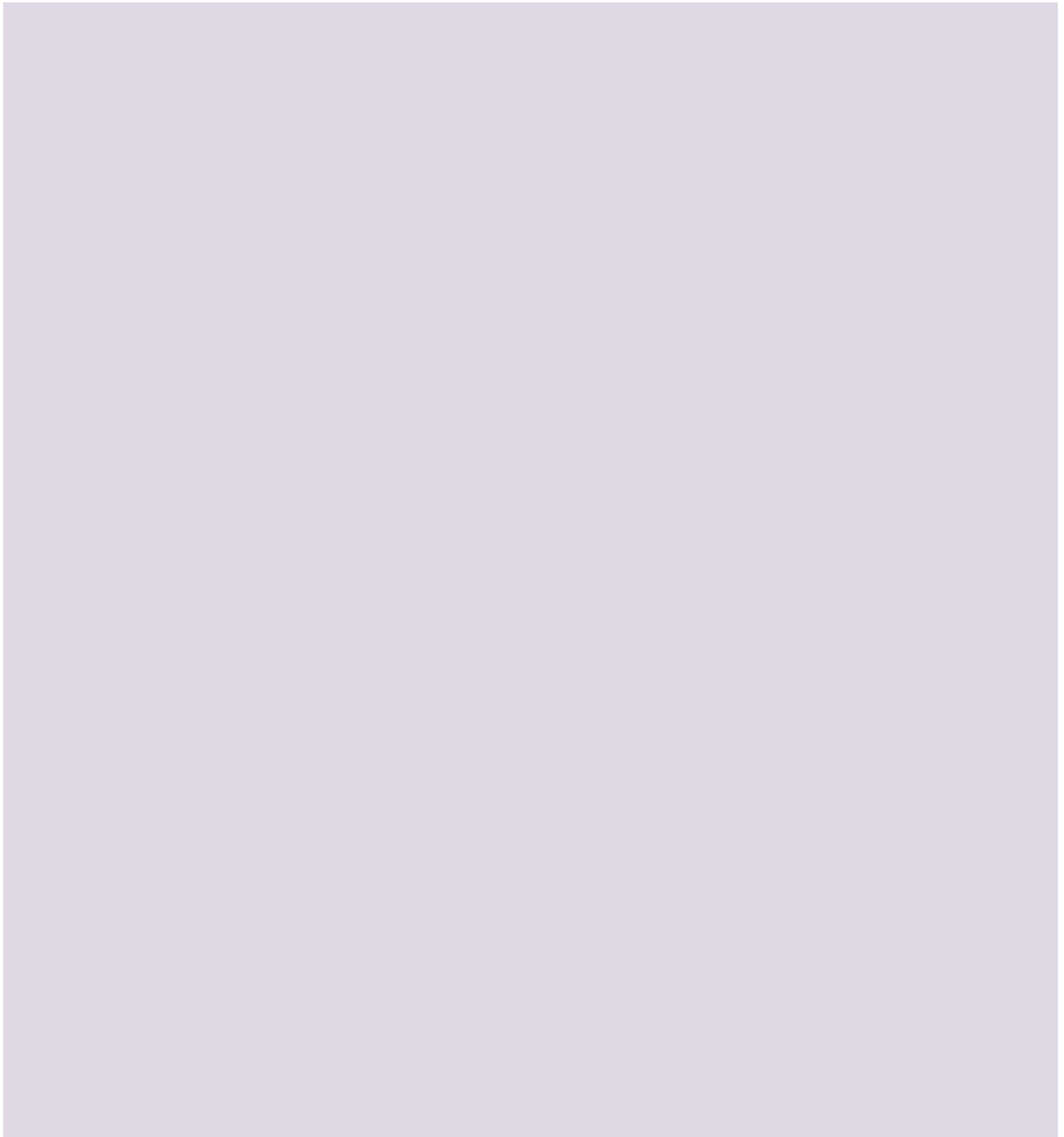
Include clearly defined needs of the organisation, teams, individuals or community and evidence that the training and development has met these needs or better still gone beyond them.

Pointers to include

- Give reasons for the clear objectives of the learning
- List the skills, competencies or behaviours of employees or teams that were planned to change or develop through the learning
- Detail the resource planning for this exercise
- Describe the plan for measuring the achievement of these objectives

Describe the training plan you designed

500 words.

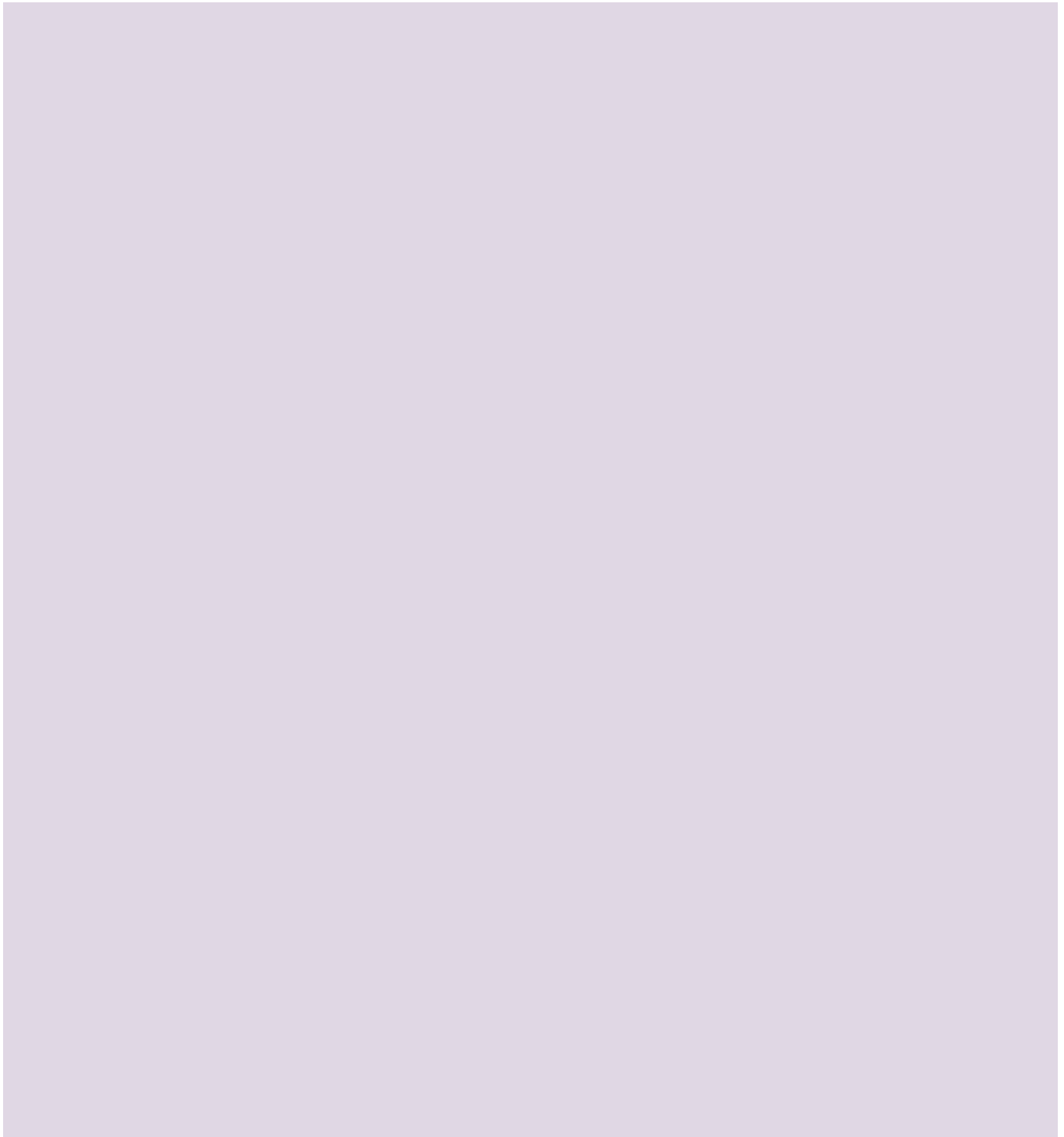


Pointers to include

- Include in the plan a description of learning methods to be used, numbers of people to be trained, period of training
- Planned costs and resources
- Assessment and evaluation methods/criteria
- Logistical problems that had to be overcome
- Outside support, advice or financial help planned or used
- Significant challenges that have had to be overcome. Evidence of how these have been dealt with and exactly how significant and widespread they have been.

Effect on learners performance

500 words.



Describe how the training has impacted the team, organisation or community. Evidence of how after the training the situation is significantly different to the situation before..

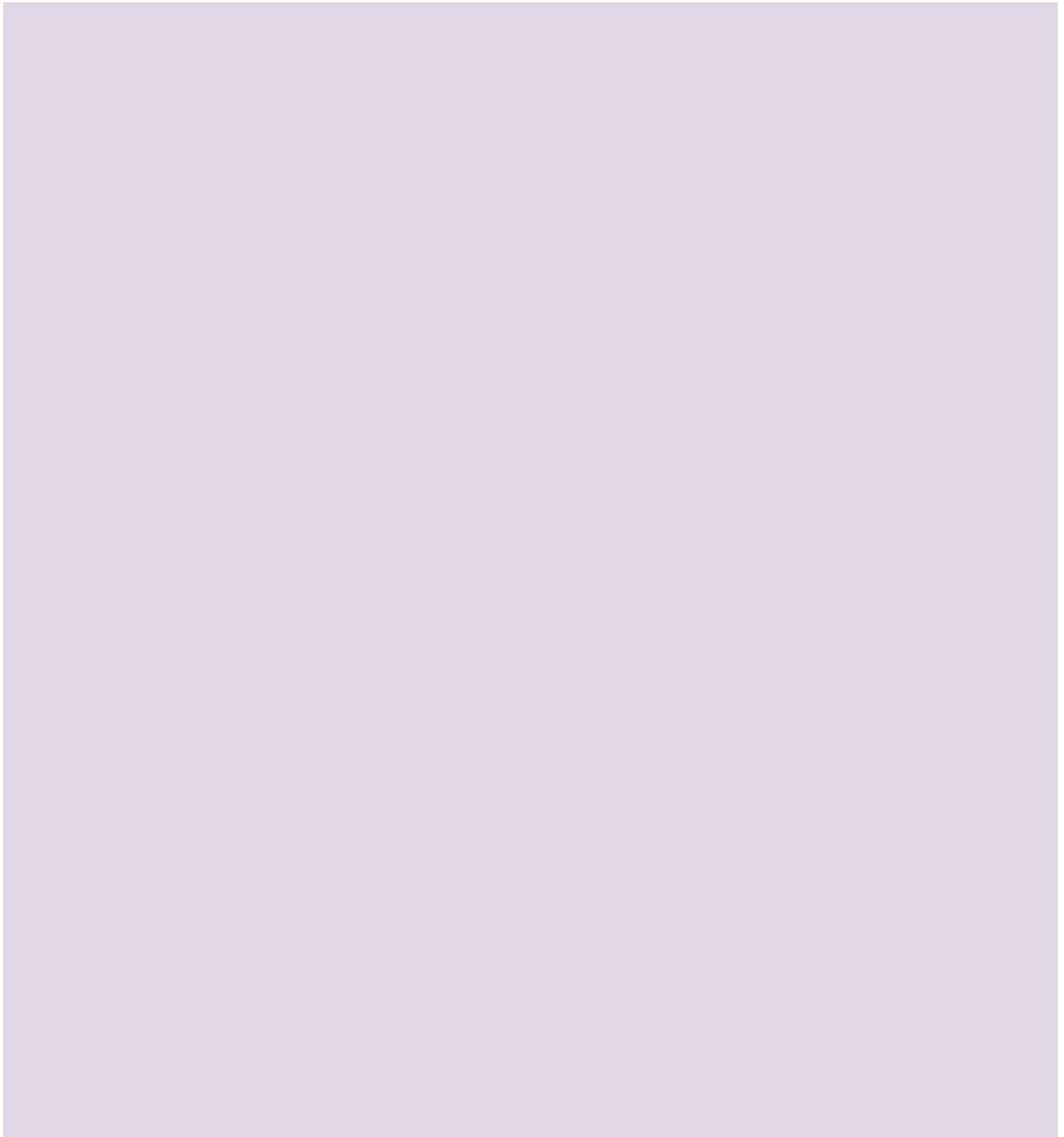
Pointers to include

- The immediate improvements to the business
- The long-term improvements to the business
- How these have been measured or proven against original measures
- Description of any additional benefits Benefits of the changes for the individual
- Additional outcomes
- How do your employees feel about your organisation as a result of the training?



Benefits to the business or organisation

200 words.



Describe the significant effect on the learners' performance and the clear evidence to show this.

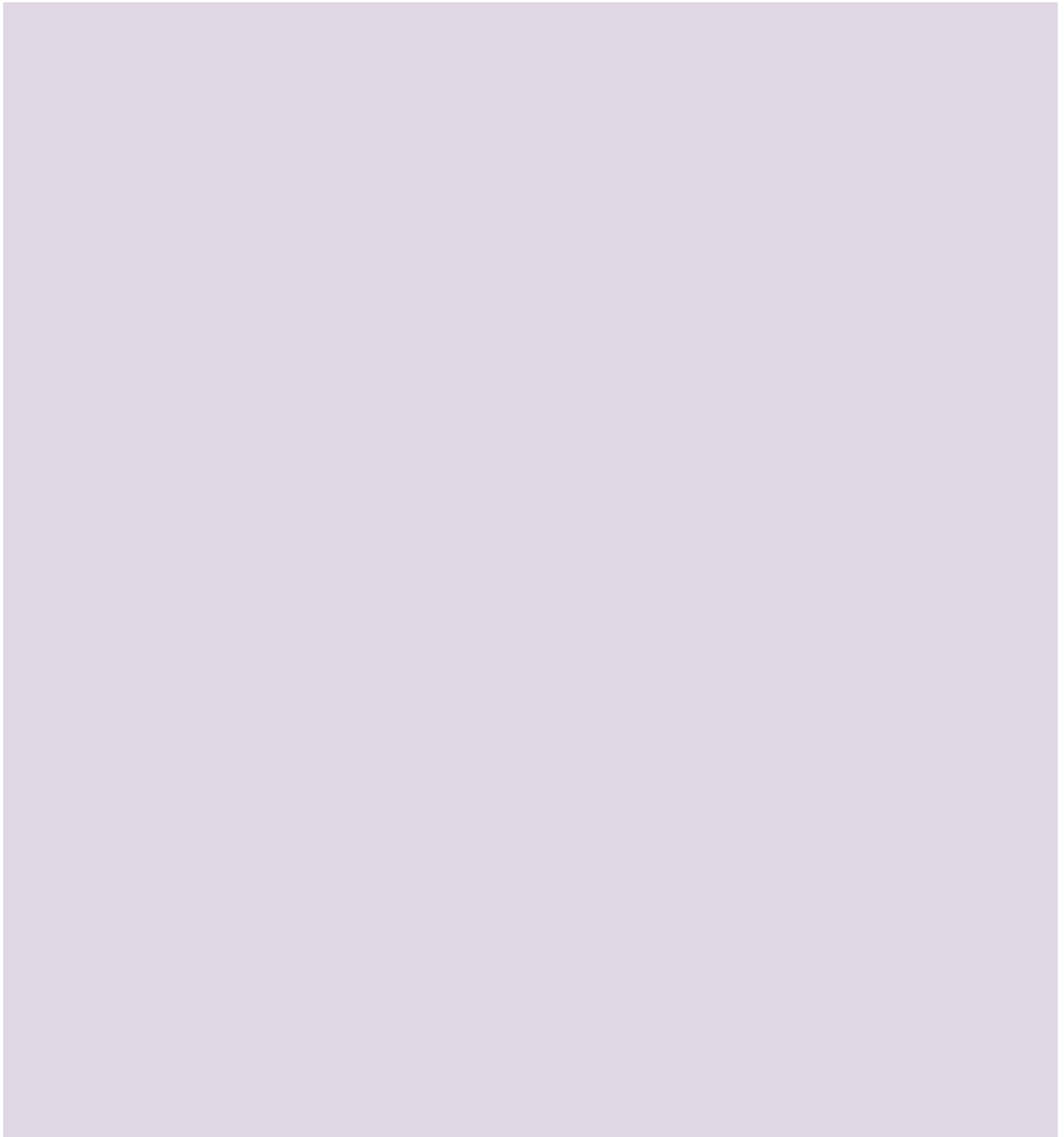
Pointers to include

- What they are doing differently now
- How the new learning is being applied
- The qualifications that were gained
- Changes in team and individual behaviours, competencies or performances
- Why some were unsuccessful
- Outcomes have matched or exceeded the original learning objectives
- Benefits of the changes for the individual
- Additional outcomes
- How do your employees feel about your organisation as a result of the training?



Resources and value for money

200 words.



The range of resources used, including effort, energy, and money and how they have been used effectively and efficiently. Clear evidence that there has been an appropriate return on investment in the time taken to develop the training as well as deliver it..

Pointers to include

- What is special, innovative or cost effective about your entry?
- Exceptional result in relation to the input

