

**JANET DIBB-LEIGH AWARD FOR DISTINGUISHED SERVICE TO RESEARCH MANAGEMENT- APPLICATION FORM 2025**

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| HOW TO SUBMIT YOUR NOMINATION: |
| All questions on this form are compulsory. Nominees are advised to review the Janet Dibb-Leigh Award for Distinguished Service to Research Management guidelines before completing this nomination form.Any questions relating to the completion of this form can be directed to ARMSCOO@researchmanagement.org.auCompleted nomination forms must be scanned (and fully signed) and emailed to: ARMSMembership@researchmanagement.org.au by **5 PM AEST, Monday the 28th of July 2025** **Late nominations will not be accepted.**  |
| SECTION 1: PERSONAL DETAILS OF NOMINEE: |
| Name: (Title/Given Name/Surname): |  |
| Current Institution/Organisation: |  |
| Email Address: |  |
| Preferred Contact Phone Number: |  |
| Length of ARMS Membership: |  |
| SECTION 2: NOMINATOR’S DETAILS: |
| Name: (Title/Given Name/Surname): |  |
| Current Institution/Organisation: |  |
| Email Address: |  |
| Preferred Contact Phone Number: |  |
| Length of ARMS Membership: |  |
| SECTION 3: SELECTION CRITERIA – In no more than 4 pages (max), address the following assessment criteria, including related achievements:Criterion 1: Demonstrated commitment to the development of the research management community (35% weighting)Criterion 2: Influencing the practice of research management at the national/international level (30% weighting)Criterion 3: Demonstrated reputation for excellence and leadership in the research management profession (20% weighting)Criterion 4: Demonstrated reputation for developing and implementing innovation in research management (15% weighting) |
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| SECTION 4: SUMMARY STATEMENT: – In no more than 2 pages, summarise the nominee’s achievements. |
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| SECTION 5: Provide a 100-word statement and a high-resolution photo which will be used for promotional purposesfollowing announcement of the Award. |
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| SECTION 6: Referees: Attach two referees reports from individuals who can verify your demonstrated experience against the selection criteria in Section 3. Referee reports must not exceed more than one page for eachreferee. Please also provide details of your referees below: |
| Full name | EmploymentPosition | Organisation | Contact Numbers | Email Address |
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| SECTION 7: Nominee and Nominator’s Verification *I verify that the details provided in this nomination form are true**and correct.* |
| Name of Nominee | Signature | Date |
|  |  |  |
| Name of Nominator | Signature | Date |

The Society reserves the right not to make an Award if no nominations are received, which sufficiently meet the above selection criteria.

**Checklist**

[ ] Have completed this nomination form?

[ ]  Have provided a description of how you meet the selection criteria (4 page maximum)

[ ]  Have a 2-page summary of your achievements (section 4 of the nomination form)

[ ]  Have provided a 100-work statement and a high-resolution photo for promotional purposes (Section of the nomination form)

[ ]  Have provided two supporting statements from two referees (1 page maximum each)- refer to section 6 of the nomination form.