



Nomination Forms
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Nomination Form

Caregiver-Friendly Workplace Award 2016

Do you know a business or organization that deserves recognition for its support and celebration of caregivers? Conejo Valley employees are being asked to nominate an organization for the Conejo Cares Caregiver-Friendly Workplace Award.

Conejo Cares, is a partnership of Senior Concerns, The Greater Conejo Valley Chamber of Commerce, The Cities of Thousand Oaks, Westlake Village and Agoura Hills, and local healthcare providers who salute local employers that are demonstrating leadership by accommodating and recognizing caregivers. One nominee will be awarded the **Conejo Cares Caregiver-Friendly Workplace Award**

SELECTION PROCESS: Nominations will be reviewed by a committee of professionals according to the criteria found below.

DATES/RULES: Nominations will be accepted until January 8, 2016 (11:59 pm). Award winners will be announced January 30, 2016.

CRITERIA: All nominations must adhere to the following criteria. Each key criterion will be evaluated by the selections committee and given a score of 1-10.

- I. **Celebration:** The nominee recognizes caregivers by raising awareness for their needs within the workplace, society and the family, and celebrating them for the important role they play in the community.
- II. **Accommodation:** The nominee supports caregivers by offering flexible hours, extended leave, suitable accommodations, caregiver education programs and other best-practice support policies or practices.
- III. **Innovation:** The nominee demonstrates creativity and innovation in the ways that caregivers are supported and recognized, through the range and delivery of workplace accommodations, education programs, means of celebration and/or offers unique services through benefits such as caregiver support referral center or education resources.

SUBMISSIONS: All nominations may be submitted in either written or video format. Written entries must be submitted in essay or power point form. Suggested length is 500-1,000 words. Permission must be obtained prior to publishing any story of a named individual. (Please attach and return with this form)

To create the best possible entry, we suggest you use the following questions as guidelines. Creativity is encouraged.

- 1) **Celebration:** How has the nominee raised awareness about the important role that caregivers play in the workplace and community and celebrated their contributions?
- 2) **Accommodation:** How has the nominee created caregiver-friendly workplaces to mediate the personal risk of caregiver burnout and reduce lost productivity as a result of caregiving?
- 3) **Innovation:** How has the nominee demonstrated innovation in the provision of workplace accommodations and practices?

Award Nomination Information

Nominator (your name and info): _____

Address: _____ Zip Code: _____

Tel: _____ Email: _____

City: _____

Nominee (business/organization you are nominating): _____

Address: _____ Zip Code: _____

Tel: _____ Email: _____

Name of Human Resources Contact: _____

Relationship of the nominator to the business/organization:

☐ Employee (please specify role/title) _____

☐ Board member ☐ Other (please specify) _____

☐ I have submitted a nomination and a relevant photo or video. (OPTIONAL)

Please send nominations to:

Greater Conejo Valley Chamber of Commerce, 600 Hampshire Rd., Westlake Village, CA 91361

Email: jlederer@conejochamber.org

For more information visit www.conejochamber.org