

## **CSCE Young Professional Engineer Award Terms of Reference**

The Young Professional Engineer Award is awarded annually to a member or associate member who has demonstrated outstanding accomplishments as a young professional engineer. The award shall consist of a plaque and complimentary registration for the recipient to attend the CSCE Annual Conference to receive the award.

The nominee must be 35 years of age or younger as of December 31 of the year that the award is presented. This limit may be extended at the discretion of the Selection Committee if the nominee has taken extended leaves from professional practice.

The candidate for the award will be chosen by the Honours and Fellowships Committee of the CSCE, on the recommendation of the Selection Committee. The Selection Committee may decide in any given year not to recommend any nominee to receive the award.

The Young Professional Engineer Award Selection Committee shall have five members, including one individual nominated by the CSCE Young Professional Committee, appointed by the Honours and Fellowships Committee.

### **Candidate Selection Procedure**

Each nomination will be considered first for recognition as a CSCE Regional Young Professional Engineer Award by a Regional Selection Committee struck by the CSCE Region in which they reside. The national award Selection Committee will then rank the regional winners for the national Young Professional Engineer Award. Nominations not selected for the national award will be held over for up to two years but will not be considered for the years after the nominee turns 35.

The Selection Committee will rank the nominees according to the criteria shown on the nomination form. The nominee shall have demonstrated substantial involvement in, or have contributed significantly to, the CSCE. The submitted nomination shall be no more than five (5) single-sided pages in length to which brief testimonials from individuals mentored may be appended. Any additional documentation, including links to websites, shall not be considered. Nominations received with incomplete information shall not be considered. The Selection Committee Chair may contact the nominator for additional supporting documentation.

Nominations shall be accepted from CSCE Sections/Regions or from individual CSCE Members. The nominator shall prepare the nomination, must clearly declare any affiliation with the nominee, and shall not make the nominee aware of the nomination submission. Regional winners may be made aware that they are nominees for the national award. Self-nominations shall not be accepted.

The CSCE is committed to equity, diversity and inclusion for all members of the Society and welcomes nominations of Aboriginal persons, visible minorities and persons of any gender.