



Terms of Reference

NSW Library & Information Excellence Award

1.0 Purpose:

Established in 2024, The NSW Library & Information Excellence Award is presented annually by the [ALIA New South Wales Group \(ALIA NSW\)](#) to recognise and celebrate outstanding contributions to the library and information industry in New South Wales.

The award aims to honour individuals that have demonstrated exceptional achievements, innovation, and commitment to the advancement of libraries and information services in the state.

2.0 Criteria:

The specific criteria for the NSW Library & Information Excellence Award may be reviewed and changed annually by ALIA NSW, taking into consideration the evolving needs and challenges of the library and information profession. The criteria will be published and made available to potential nominees, ensuring transparency and fairness in the selection process.

3.0 Eligibility:

3.1 The NSW Library & Information Excellence Award is open for nomination to any individual working in the library or information industry in New South Wales, and who is a financial member of ALIA (personal or institutional).

3.2 Nominees must have made significant contributions that have had a positive impact on the library and information profession, either through innovative practices, notable projects, exceptional leadership, or other relevant achievements.

3.3 ALIA NSW reserves the right to not present an award in any given year if there are no eligible nominees or if the nominated recipients are not judged to be worthy of the award.

4.0 Recipient Selection:

4.1 Nominations for the NSW Library & Information Excellence Award will be invited from ALIA NSW members, library professionals, institutions, and the wider community.

4.2 A selection panel comprising members appointed by ALIA NSW will review the nominations and assess them against the defined criteria.

4.3 The panel shall consider the established criteria for the NSW Library & Information Excellence Award, which may include factors such as leadership, innovation, impact on the profession, and contributions to the library and information community.

4.4 The panel shall apply a fair and unbiased approach in evaluating the nominations and ensuring equal opportunities for all nominees.

4.5 A separate Terms of Reference exist to govern the NSW Library & Information Excellence Award Judging Panel

5.0 Awards Ceremony:

5.1 The State Library of New South Wales has partnered with ALIA NSW to offer its venue

free of charge to host the NSW Library & Information Excellence Awards ceremony.

5.2 A keynote speech will be given at each awards night, acknowledging the importance of the award and highlighting the achievements of the recipient(s).

5.3 The awards ceremony will be organised by ALIA NSW, ensuring a professional and memorable event for all attendees.

5.4 To ensure this event (with limited seating) is valued, there will be a small cost for ALIA Members.

5.5 Attendance fee for non-ALIA members is to be at least 33% more than ALIA Members.

6.0 Industry Support

6.1 The ALIA NSW Executive Committee will seek industry support in the following ways for the NSW Library & Information Excellence Award:

6.1.1 Diverse industry representatives sitting on the panel of judges for the award;

6.1.2 A venue for the award ceremony;

6.1.3 A keynote speech at the award ceremony, acknowledging the importance of the award and highlighting the achievements of the recipient(s).

7.0 Funding and Sponsorship:

7.1 ALIA NSW will hold fund raising activities each year to fund the award, including, but not limited to, the ALIA NSW Networking events.

7.2 Sponsorship opportunities are available for the NSW Library & Information Excellence Award and may be reviewed annually by ALIA NSW.

7.3 Sponsorship levels will be determined by ALIA NSW, offering organisations or individuals the chance to contribute to the success of the award and gain recognition for their support

7.4 Sponsors will receive appropriate acknowledgment during the awards ceremony and in ALIA NSW's promotional materials related to the NSW Library & Information Excellence Award.

7.5 ALIA NSW will appoint a committee member to oversee funding and sponsorship

7.6 The ALIA CEO has agreed to fund \$360 annually to each State or Territory to be presented as an ALIA training or membership discount

8.0 Publicity and Promotion:

8.1 ALIA NSW will promote the NSW Library & Information Excellence Award through various channels, including its website, social media platforms, and relevant professional networks.

8.2 The announcement of the award recipient(s) will be widely publicized to raise awareness of their accomplishments and inspire others in the library and information profession.

8.3 ALIA NSW may seek media coverage and engage with local press to further highlight the significance of the Award and its impact on the library and information community in NSW.

8.4 The recipient of the Award will be reported in the ALIA Annual Report.

8.5 Shortlisted applicants may be invited to present their project in an online webinar the following year.

Note: These Terms of Reference provide a general framework for the NSW Library & Information Excellence Award, but they are subject to change as determined by ALIA NSW. The specifics of each award cycle, including key dates, nomination procedures, and additional details, will be communicated through official channels by ALIA NSW.

Approved by:

ALIA NSW Group Convenor - Vicki Edmunds

30/08/2024