



Government of **Western Australia**
Department of **Jobs, Tourism, Science and Innovation**



2020 Applicant Information Pack

Shell Aboriginal STEM Student of the Year

Applications close: Wednesday 29 April 2020, 10:00am (AWST)

Applications must be submitted to the Department of Jobs, Tourism, Science and Innovation at science@jtsi.wa.gov.au by 10:00am (AWST) on Wednesday 29 April 2020.

Late applications or changes to applications will not be accepted after the advertised closing date and time.

Introduction

The Premier's Science Awards (Science Awards) recognise and celebrate the achievements of the Western Australian science community. Award recipients exemplify the outstanding scientific research, science engagement and study efforts taking place in the State.

The Shell Aboriginal STEM Student of the Year award recognises Aboriginal and Torres Strait Islander undergraduate and postgraduate students who demonstrate excellence in STEM studies. A STEM course, for the purposes of this award, may be focused on one or more of the disciplines of science, technology, engineering, mathematics, health and medicine. Applicants may be studying towards a Bachelor Degree, Honours, Graduate Certificate, Graduate Diploma, Masters or PhD.

The 2020 Science Awards are supported by the Western Australian Government and are proudly sponsored by Chevron, ExxonMobil, Shell and Woodside.

The Awards are also supported by Curtin University, Edith Cowan University, Murdoch University, The University of Notre Dame, and The University of Western Australia.

In 2020, there are five competitively-assessed categories across scientific research, science engagement and study. This document outlines the requirements for applicants in the **Shell Aboriginal STEM Student of the Year**.

Aboriginal STEM Student of the Year: \$10,000	Awarded to an Aboriginal or Torres Strait Islander undergraduate or postgraduate student who demonstrates excellence in STEM studies.
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Application Process

The selection of the award recipients is a difficult process given the high calibre of all candidates. The comparability of the applications is therefore critical to the selection of winners. The applicant must meet the required format and the information requirements that have been established for their application to be considered by the judging panel. An application not complying with the requirements will be considered ineligible.

Applications must be submitted using the required forms, available on the Department of Jobs, Tourism, Science and Innovation website (www.jtsi.wa.gov.au/ScienceAwards). **The applicant must ensure the correct forms are completed, the required format is followed and word limits are observed.**

The documentation required is:

1. *Application Form – Aboriginal STEM Student.*
2. *Endorsement Form – Aboriginal STEM Student.*
3. Curriculum Vitae of a maximum of four (4) pages.
4. Academic transcript/s.

For further information contact Luke Foppoli, Project Officer, Department of Jobs, Tourism, Science and Innovation by email at science@jtsi.wa.gov.au or by phone on 6277 2987.

Step 1: Eligibility

The applicant must complete the *Application Form – Aboriginal STEM Student* and sign the applicant declaration confirming their eligibility to apply.

Eligibility to win any of the Science Awards categories is limited to Australian citizens and those who hold permanent resident status in Australia. If an applicant is chosen as a finalist they will be required to provide evidence of citizenship or residency.

The Shell Aboriginal STEM Student of the Year is awarded to an Aboriginal or Torres Strait Islander student. If an applicant is chosen as a finalist they will also be asked to provide a signed endorsement letter from an Aboriginal Centre at their university (or from an Aboriginal Land Council or similar organisation) confirming Aboriginal and/or Torres Strait Islander descent.

Previous applicants are eligible to apply, however applications should not be a resubmission from a previous year. Applicants can only apply for the same category for up to two consecutive years. Applicants are required to take a one year gap before re-applying thereafter. Please ensure your application is current and reflects any changes to guidelines or evaluation criteria.

Past winners of any Science Awards category are automatically ineligible for that category or its 2020 equivalent, but may apply for other categories if eligible.

Specific eligibility criteria

The applicant must also meet the specific eligibility criteria for the category to which an application is submitted.

Shell Aboriginal STEM Student of the Year

The applicant must:

- Identify as an Aboriginal and/or Torres Strait Islander
- Be enrolled as a current student* in their second year or later at a Western Australian university in a tertiary undergraduate or postgraduate STEM** course.

*To be regarded as a current postgraduate student, an applicant must not have submitted their thesis for examination before the application closing date (29 April 2020).

**For this award category a STEM course includes a Bachelor Degree, Honours, Graduate Certificate, Graduate Diploma, Masters or PhD focusing on one or more of the disciplines of science, technology, engineering, mathematics, health and medicine.

All eligibility time periods are as at the application closing date 29 April 2020.

Step 2: Application endorsement

The applicant should obtain endorsement for their application through the *Endorsement Form – Aboriginal STEM Student*.

The endorser confirms that the application is true and correct and that it is supported by the applicant's management. The endorser should have knowledge of the applicant's achievements and be able to provide expert opinions regarding the applicant's work in scientific research (if applicable). An individual can endorse multiple applicants for the same category.

For the Shell Aboriginal STEM Student of the Year award the endorsement should be signed by a mentor, lecturer, tutor or academic supervisor employed by the applicant's university.

Step 3: Evaluation criteria

The applicant is required to address the evaluation criteria in the *Application Form – Aboriginal STEM Student* by providing a maximum 400 word response for each of the two evaluation criteria. Claims and impact should be justified and supported by clearly verifiable quantitative and qualitative evidence. Unsubstantiated or unverifiable statements will not be considered during the selection process. All sections of the form should be completed in detail.

Eligible applications will be evaluated and ranked against the **equally-weighted criteria** of:

1. *excellence*; and
2. *leadership, ambassadorship, impact and community*.

The applicant should ensure that they:

- provide responses to the criteria that are coherent, well-structured and written in plain English;
- avoid repetition and ask someone to proof the application before submitting;
- avoid jargon and define necessary technical language and abbreviations;
- support claims with quantitative and qualitative evidence/data;
- make it clear what is attributable to their effort versus what is attributable to their team or colleagues;
- avoid including webpages and links to audio files as judges may only review hard copies of application documents; and
- allow adequate time to prepare the application, as late submissions will not be accepted.

Step 4: Submission documentation

The applicant should collate the relevant required documentation and submit their application to science@jtsi.wa.gov.au by 10:00am (AWST) on Wednesday 29 April 2020.

Any materials other than those requested will not be provided to the judging panel and will therefore not be considered in the evaluation process.

The format for the required documentation for all research categories is:

1. Completed and signed *Application Form – Aboriginal STEM Student* (Word, signature page PDF Scan).
2. Completed and signed *Endorsement Form – Aboriginal STEM Student* (PDF Scan).
3. A Curriculum Vitae (CV) of a **maximum of four (4) pages**, in single spaced Arial 11pt font (Word/ PDF).
4. A copy of the applicant's transcript from their current enrolled course, and previous tertiary courses where relevant.

Naming Conventions

All documents must be clearly titled with the applicant's name, followed by the document name

e.g. JaneSmithApplication.doc
JaneSmithEndorsement.pdf
JaneSmithCV.doc

Separate forms apply for applicants in the Research and Engagement Initiative award categories. Please ensure you use the correct forms for your chosen award category when applying.

General Information

The applicant should read the following information before completing their application.

Decision making process

Applications will be evaluated by a Premier's Science Awards judging panel. Evaluation of applications will be based on the application's alignment with the evaluation criteria.

The judging panel reserve the right to request additional evidence to support claims against the evaluation criteria to assist it in making its decision. The judging panel may also seek advice from individuals with expertise in the area under consideration, to assist with evaluation.

The judges' recommendations are final. The deliberations of the judging panel and all related information and material will be kept strictly confidential, subject to the requirements of the *Freedom of Information Act 1992*. The judging panel reserves the right not to recommend a winner or finalist for a particular category.

Successful and unsuccessful applicants will be notified by an electronic letter.

Freedom of information

Applicants are informed that the Department of Jobs, Tourism, Science and Innovation is subject to the *Freedom of Information Act 1992*, which provides a general right of access to records held by Western Australian State and Local Government agencies.

Further information on the operation of the Freedom of Information (FOI) Act can be obtained from <http://www.jtsi.wa.gov.au/freedom-of-information> or by contacting the Department's FOI Coordinator at foi@jtsi.wa.gov.au.

Use of application materials

All materials provided are accepted on the understanding that the Department of Jobs, Tourism, Science and Innovation will only use or disclose such material:

- in the process of determining the recommended winner and finalists for a category;
- for the purposes of informing the public about the award outcomes;
- in any publicity concerning the Science Awards;
- in any publicity concerning the promotion of science; and
- in other instances where information collected may be disclosed without consent, where authorised or required by law.

All award-related information, material provided, and material created by the Department of Jobs, Tourism, Science and Innovation through the Science Awards program, such as media statements, interviews, videos and photographs, remain the property of the Department of Jobs, Tourism, Science and Innovation.

Tax information

In some instances, the Australian Taxation Office views prize money as assessable income. An award recipient is advised to discuss any potential taxation implications with their financial advisor, or the Australian Taxation Office (13 28 61).

Obligations of award recipients

Award recipients of the Premier's Science Awards are expected to participate in public engagements promoting science to the wider community.

The Department will actively coordinate the participation of the 2020 awards recipients by facilitating links with existing science engagement opportunities and scheduled National Science Week activities. The Department may also invite finalists to participate in science engagement opportunities.

The Department encourages award winners to promote their success through newsletters, their website, tweets and by other means. The Department will provide information to support award winners in these promotions. Recipients are required to acknowledge sponsors when mentioning the award. Contact the Department of Jobs, Tourism, Science and Innovation to discuss the use of logos and other materials.

In the event award recipients are contacted by the media, advice should be sought from the Department of Jobs, Tourism, Science and Innovation prior to interviews. Information provided to the media must appropriately acknowledge your category sponsors and the date the award was granted. The Department of Jobs, Tourism, Science and Innovation strongly encourages all award recipients to seek advice prior to speaking to members of the media.

The Department will contact the 2020 award recipients to discuss the proposed activities following the awards ceremony.

END OF INFORMATION PACK