

NZCS Professional Development Award

The purpose of the New Zealand Coastal Society (NZCS) Professional Development Award (PDA) is to:

- Promote continual improvements in individual education, skills and experience in coastal management (your capability).
- Encourage leadership in coastal disciplines (your contribution).

Eligibility

Applications by individuals for the NZCS PDA should be submitted to nzcoastalsociety@gmail.com by 1 August each year. The eligible applicant must:

- have been a NZCS member for at least two continuous years prior to the date of application,
- be in full- or part-time employment in Aotearoa New Zealand with relevant responsibilities in terms of coastal management,
- not have received the NZCS PDA within the previous five years.

Please note that applications for retrospective activities (those already completed) are ineligible.

Evaluation Criteria

Applications for the NZCS PDA will be assessed against the following criteria:

- Relevance to the NZCS mission and vision,
- Potential to improve coastal management in Aotearoa New Zealand,
- Benefit to an individual's career and professional development.

Assessment Process

Applications for the NZCS PDA will be assessed by a panel, convened by the NZCS Awards Portfolio Lead. The panel will consist of a maximum of five (5) members, selected by the NZCS Management Committee and may include standing NZCS Management Committee members (<http://www.coastalsociety.org.nz/>) and/or invited NZCS members possessing relevant expertise. The panel will include at least one committee member from the NZCS Te Komiti Māori.

Within four (4) weeks of the deadline for applications closing, the panel will evaluate eligible applications and make the final decision.

NZCS reserves the right not to award the PDA in any given year, for any given reason.

Conflicts of Interest

Panel members will declare any conflict of interest or perceived conflict of interest to the NZCS Management Committee immediately after the application period has closed. The NZCS Management Committee will review any conflicts and may, at their discretion, replace the panel member(s) for that



year's selection process. Alternatively, individual panel members may stand-down from assessing any individual applicants with whom they have a conflict, or perceived conflict of interest.

Reporting

The successful applicant is required to submit the following:

- An article for the next edition (following the completion of the PDA activity) of the NZCS Coastal News publication on the benefits of the award and experience, and,
- Submission of an oral or poster presentation at NZCS annual conference in the year following completion of the PDA.

Application Instructions

Your application requires the following information:

- A brief description of your current coastal management professional role,
- A one to two page CV outlining your relevant experience,
- A description of the proposed PDA activities (two pages max), including dates of commencement and completion, along with:
 - An explanation of how your proposal meets each of the three evaluation criteria, and
 - A breakdown of the expenses sought,
- Contact details for two relevant referees,
- Details of any alternative funding sought or obtained, or the reasons why funding is not available for this PDA opportunity from your employer,
- A letter or email of support from your immediate manager to undertake the proposed activity.

Please note that 'reasonable expenses' towards travel and accommodation within Aotearoa New Zealand or abroad may include items such as economy air and land travel, travel insurance, accommodation, course or conference fees, and meals. This award cannot be used to cover the applicant's wages or salary. Whilst conference attendance might be appropriate for PDA recipients in some instances, it is the least preferred option for the PDA assessment panel and applicants will be expected to make a strong case why conference attendance meets the assessment criteria and advances coastal management in Aotearoa New Zealand.

Awards may be made of the total or partial sum requested at the discretion of the decision-making panel.

[View all previous PDA winners here.](#)



Professional Development Award

Application Form and Check List

Summary Information

Applicants Full Name _____

Email and Postal Address _____

Organisation _____

Role _____

NZCS Membership Period _____

Professional Development Title _____

Applicant Signature and Date _____ Date: _____

Check list (refer to Application instructions for details)

Check	Item
<input type="checkbox"/>	Application cover sheet (this form)
<input type="checkbox"/>	Curriculum vitae (2 pages maximum)
<input type="checkbox"/>	Application body (2 pages maximum) including: <ul style="list-style-type: none"> - a brief description of your current coastal professional role - a summary of the proposed PDA - explanation of how the proposal meets each of the three evaluation criteria - a statement of how the proposed PDA activities will advance knowledge and/or sustainable management of New Zealand's coastal and marine environment
<input type="checkbox"/>	Breakdown of expenses (2 pages maximum) which includes any alternative funding, and reasons why funding isn't available from your employer
<input type="checkbox"/>	Referee contact details and details of any other funding sought or obtained (2 pages maximum)
<input type="checkbox"/>	Letter of support from your manager, or a referee (2 pages maximum)