

WORKPLACE EXCELLENCE AWARDS 2026

Learning & Development Team of the Year

This award recognizes the most outstanding team of the year within an organisation, where the team has excelled within their function and across their organisation as a whole in the past 12 months. This award celebrates a team that takes an overall collaborative approach.

Entries could range from once-off projects in key areas through to the implementation of new policies covering all resourcing activities.

Please note that your document should be **no more than 2000 words in total, which includes your 250 word summary.**

You may additionally include attachments (visuals, photos, charts, etc) that you think would help your application.

Summary	In no more than 250 words highlight why your team should win this award.
Organisation Background	Provide an overview of the organisation, including its size, types of services offered. Describe the team's role within the organisation, including how it interacts with other departments.
Challenges and Obstacles Faced	What specific challenges has your team faced over the past 12 months? How has that affected your organisation or team? How was it managed?
Team's Role	Detail the size and specific responsibilities of the team within your sector during the past year. Highlight the team's key achievements. How they identify skills gaps, create relevant training programmes, and ensure learning is accessible, engaging, and effective for all employees.
Impact on Organisational Performance	Provide evidence of a link between the team's successes and improved operational and/or financial performance within the organisation.
Feedback	Provide feedback from others in the organisation who have worked with the team in question.

Scoring (100 Points Total)

- Summary: 5
- Organisation Background: 10
- Challenges & Obstacles Faced: 25
- Team's Role: 25
- Impact on Organisational Performance: 30
- Feedback: 5

Tips for a Successful Entry

- Answer each section clearly using the headings provided. Marks will be based on the evidence you include.
- Focus on what you did and the results it delivered. Include data where possible.
- **Only the first 2000 words of your entry will be assessed.**
- There is a 10MB limit per file for supporting documents. Contact the awards team if needed.