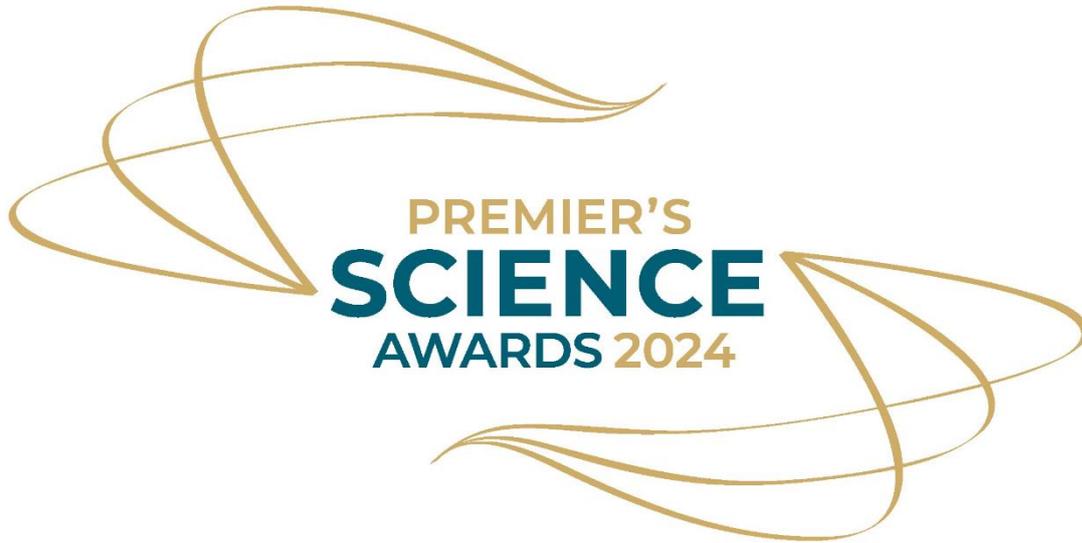




Government of **Western Australia**
Department of **Jobs, Tourism, Science and Innovation**



2024 Applicant Information Pack

STEM Educator of the Year

Schools (Primary or Secondary)

Tertiary (University or Registered Training Organisation)

Applications close: 10:00AM (AWST) on Friday 26 April 2024

Applications must be submitted online and endorsed at <https://psa.grantplatform.com> by 10:00AM (AWST) on Friday 26 April 2024.

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

Introduction

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

For the purposes of the Awards, the term 'science' encompasses applied and pure science and includes engineering, new technologies and mathematics. Applications for any category can include achievement in any of these disciplines.

The Awards are a proud initiative of the Western Australian Government. The 2024 Premier's Science Awards program is sponsored by:

- Gold Sponsors: Shell and Woodside
- Silver Sponsor: Baxter Healthcare and DUG
- Bronze Sponsors: CSIRO, Fogarty Foundation, NovaCina, and Pawsey Supercomputing Research Centre
- University Sponsors: Curtin University, Edith Cowan University, Murdoch University, The University of Western Australia
- Sector Sponsor: Telethon Kids Institute
- Community Partners: Scitech, Western Australian Museum
- Media Partner: The West Australian

In 2024, there are eight competitively assessed categories across scientific research, science engagement, STEM education, and study. This document outlines the requirements for applicants in the **STEM Educator of the Year categories** including:

**Schools
(Primary or Secondary):
\$10,000**

Awarded to a teacher or educator who demonstrates excellence in a field of STEM education in schools (primary, secondary, and/or vocational education in a school setting), and who has made outstanding contributions to enhancing student engagement in STEM.

The term 'STEM' includes the science, technologies, and mathematics learning areas of the Western Australian Curriculum, Kindergarten to Year 10, and relevant Year 11 and 12 courses.

**Tertiary
(University or Registered
Training Organisation):
\$10,000**

Awarded to a lecturer or educator who demonstrates excellence in a field of STEM education in a tertiary setting (university and/or registered training organisation), and who has made outstanding contributions to enhancing student engagement in STEM.

The term 'STEM' includes one or more of the disciplines of science, technology, engineering, mathematics, health and medicine.

Application Process

The selection of the award recipients is a competitive process and comparability of the applications is 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.

Applications must be submitted and endorsed online by visiting the link <https://psa.grantplatform.com>. **The applicant must ensure that their online application and endorsement is submitted before the closing date and time, appropriate documentation is included, the required format is followed, and word limits are observed.**

An application not complying with any of the requirements established below will be considered ineligible.

The documentation required is:

1. Completed and electronically submitted Application
2. Completed and electronically submitted Endorsement
3. Curriculum Vitae of a maximum of 4 pages, including two referees.

Applications close 10:00AM (AWST) on Friday 26 April 2024

For further information, contact the Project Officer, STEM Strategy and Coordination, Department of Jobs, Tourism, Science and Innovation by email at science@jtsi.wa.gov.au or by phone on 08 6277 2896.

Step 1: Eligibility

The applicant must complete the online application process for one of the *Educator* categories and complete the applicant declaration confirming their eligibility to apply.

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

Applicants can submit applications to multiple categories as long as they meet the eligibility requirements for each category. Separate applications must be submitted for each category.

Previous applicants are eligible to apply, however applications should not be a resubmission from a previous year. Applicants must ensure their submission responds to the current guidelines and evaluation criteria.

Past winners of any Awards category are automatically ineligible for that category or its 2024 equivalent, but may apply for other categories if eligible.

Specific Eligibility Criteria

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

To be considered for a STEM Educator of the Year category, an applicant must be active in teaching STEM (as per the above definition) at the time of the submission deadline, at either:

- a Western Australian primary or secondary school (public or private); and/or
- a Western Australian university, TAFE college, or registered training organisation (RTO).

Educators on parental leave at the time of application, who intend to return to their role, are eligible.

An application not complying with the above requirements will be considered ineligible.

Past winners of the equivalent Science Educator of the Year category at earlier Premier's Science Awards events (2009 and 2010) are ineligible.

Required documentation

The documentation required for the **STEM Educator of the Year** categories are:

1. Completed and submitted online application for the STEM Educator of the Year.
2. Completed and submitted online endorsement for the category STEM Educator of the Year. A suitable endorser (namely the applicant's supervisor, line manager, school principal, departmental head; or university, TAFE college or RTO director) must provide confirmation the applicant is actively teaching STEM in a Western Australian school, university, TAFE college, and/or RTO at the time of the submission deadline, or provide an explanation why this is not the case;
3. Curriculum Vitae of a maximum of four (4) pages, in single spaced Arial 11pt font (Word/PDF), including
 - details of positions, initiatives, and government and community collaborations relevant to the application
 - Contact details of two (2) referees which can be contacted at the judging panel's discretion. The endorser listed above can be included as one (1) of the referees.

All eligibility time periods are as at the application closing date 26 April 2024.

Step 2: Evaluation Criteria

The applicant is required to complete the Evaluation Criteria *within the online form*, providing a maximum 600-word response for each of the three 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* refers to your teaching capabilities and achievements;

Please outline your highly effective teaching and learning practices, including evidence of the recognised quality of your achievements.

Examples of this may include:

- Adopt or develop innovative and/or best practice approaches to STEM education.

- Use strategies to engage students with relevant real-world examples of the application of STEM in society, including industry.
- Allow students to participate in activities that will help them to be active and engaged citizens and be well prepared to the future workforce.
- Use responsive teaching strategies catering to the learning strengths and needs of a range of students from diverse linguistic, cultural, religious and socio-economic backgrounds.

2. *Impact* refers to the tangible benefits your teaching brings your students and Western Australia more broadly;

Please provide evidence of your tangible student outcomes and impacts for Western Australia.

Examples of this may include:

- Increased achievement, enrolments and/or other outcomes for your students.
- Increased participation and/or achievement of groups underrepresented in STEM (e.g. girls and women; First Nations people; students from culturally and linguistically diverse backgrounds; students from rural, remote or low socioeconomic areas).
- Increased student awareness, interest, and appreciation of STEM, and building of scientific literacy and culture of STEM throughout the community.
- Support for WA's future workforce and STEM capability, and other economic, social, environmental, regional and/or developmental benefits and outcomes for the State.

3. *Leadership and collaboration* refer to your skills in leading and working with others, including for example fellow educators, professional associations, industry and/or STEM professionals, community, and/or Government.

Please describe:

- how widely you are recognised as having made a significant contribution to STEM education in your school / university / TAFE college / RTO; local area; Western Australia; nationally; and/or internationally, through activities such as:
 - building the capacity of other educators to implement high quality STEM instruction
 - creating and sharing new or innovative practices to improve the quality and effectiveness of STEM teaching that have been adopted by others.
- how you have engaged with industry, community, and/or Government and your educational networks to:
 - create effective collaboration and genuine partnerships that enrich the student experience and outcomes
 - cultivate a culture of STEM across student cohorts and/or the wider community
 - demonstrate commitment to achieving outcomes complementing other STEM policy, engagement and/or education initiatives in the State.

All Award applicants must ensure that they:

- provide responses to the criteria that are succinct, coherent, well-structured and written in plain English

- prepare an application that is current and reflects any changes to guidelines or evaluation criteria
- avoid repetition and asks someone to proof the application before submitting
- avoid jargon and defines 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 your application documents
- allow adequate time to prepare the application and obtain endorsement, as late or unendorsed applications will be deemed ineligible.

Step 3: Submission of Documentation and Declaration

The applicant should collate the relevant required documentation, submit their application and arrange to have it endorsed at <https://psa.grantplatform.com> by 10:00AM (AWST) on Friday 26 April 2024.

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 Educator categories is:

1. Completed, and electronically submitted, online application for the one of the *Educator* categories.
2. Completed and submitted online endorsement.
3. Curriculum Vitae of a **maximum of four (4) pages**, in single spaced Arial 11pt font (Word/PDF), including the contact details of two (2) referees.

Naming Conventions

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

- JaneSmithCV.doc

There are different online forms for applicants in the *Researcher, Science Engagement Initiative, and Aboriginal STEM Student* award categories. Please ensure you use the correct form for your chosen award category when applying.

In the online submission of the application, the applicant must complete a Declaration stating that:

- the information supplied is true, accurate and not misleading to the best of their knowledge;
- they are an Australian citizen or permanent resident;
- they are not a past winner of the category which they are applying for;
- appropriate endorsement will be obtained;

- they permit the use of any materials submitted for the purposes of the selection process and that it may be used for promotional purposes;
- in the event they are chosen as a finalist, the Department may use applicant information, photos and/or videos to promote the Premier’s Science Awards program to the Western Australian community including, for example, social media promotion, public displays and public voting.

Step 4: Application Endorsement

The applicant should obtain endorsement for their application within the online form at <https://psa.grantplatform.com> by 10:00AM (AWST) on Friday 26 April 2024.

In the online submission of the application, the applicant will be asked to provide the name and email address of a suitable endorser.

Once the application has been submitted, the endorser will receive an automated email asking them to log in to the online form and complete the endorsement of the application before the closing date and time, confirming that the application is true and correct, and 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. An individual can endorse multiple applicants for the same category and the following table provides guidance on who can endorse an application:

Category	Endorser
Schools (Primary and Secondary)	Supervisor, line manager, or the school principal
Tertiary (University or Registered Training Organisation)	Supervisor; line manager; departmental head; or university, TAFE college or RTO director/leader

It is the applicant’s responsibility to ensure that they allow sufficient time for the endorser to complete the online endorsement before the closing date and time.

The applicant will receive an email notification advising them once the application has been endorsed. If a notification has not been received, it is the applicant’s responsibility to follow up with the endorser to ensure the endorsement has been completed before the closing date and time.

We encourage applicants to inform their place of employment prior to submitting an application.

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 email.

Freedom of Information

Applicants are informed that the Department 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 the [Department of Jobs, Tourism, Science and Innovation](#) 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 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 promotion of the Awards
- in any publicity concerning the promotion of STEM
- 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 through the Awards program, such as media statements, interviews, videos and photos remain the property of the Department.

Please note that upon submission of your application through the online platform, your institution's research office will automatically receive an email informing them of your name and the award category that you have applied for. No further information will be provided to them by the Department. This is separate to the endorsement process.

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, such as National Science Week activities.

The Department may facilitate links between 2024 award recipients and existing science engagement opportunities. The Department may also invite 2024 finalists to participate in science engagement opportunities.

The Department encourages award winners to promote their success through newsletters, websites, social media and by other means. The Department will provide information to support award winners in these promotions. Please contact the Department to discuss the use of logos and other material.

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

The Department may use finalist information, photos and/or videos to promote the Premier's Science Awards program to the Western Australian community including, for example, social media promotion, public displays and public voting.

The Department will contact the 2024 award recipients to discuss any proposed activities following the Awards Ceremony.

END OF INFORMATION PACK