

## IPAA PRIME MINISTER'S AWARDS FOR EXCELLENCE IN PUBLIC SECTOR MANAGEMENT – ASSESSOR INFORMATION

### The Awards

The Awards are run by the Institute of Public Administration Australia (IPAA) ACT as the pre-eminent Australia-wide award for management in the public sector. The aim of the Awards is to encourage and recognise better practice and innovation in Government.

The Awards are designed to honour the achievements of public sector work groups, units and teams, and focus on specific projects, initiatives or change processes, across all three levels of government in Australia rather than on individuals.

### Assessment Process

The Award nominations are assessed by a group of volunteer assessors from Australian Public Service and ACT Government agencies using a rigorous methodology. The assessors deliver a comprehensive assessment of each nomination for the eminent judging panel, as well as providing a feedback report for the nominating agency.

Being an assessor in the Awards is a challenging and rewarding experience that will enhance the skills of those individuals that participate, by exposing them to the *IPAA Excellence in Public Sector Management Model* and its associated PIMMS assessment methodology.

They will also be involved in assessing high quality projects from across all three levels of government in Australia. There are no formal qualifications or experience required of assessors, however assessors tend to be Executive Level officers with experience across a number of roles in the public sector.

The process of judging nominations requires a number of assessors to review all nominations and develop a shortlist, from which a panel of eminent judges will select the winners. Thus the assessors play a very important role in the success of the Awards.

### Assessor Requirements

While there are no formal qualifications or experience required of assessors, they tend to mostly Executive Level officers with experience across a number of roles in the public sector. Some Senior Executives have been assessors in the past but the time commitment required can make their availability difficult. New assessors are usually paired with more experienced assessors.

There is no set quota of assessors from each Department and generally agencies nominate between 1-3 staff to participate as assessors.

## Assessor Activities and Workload

There are two specific activities involved for each assessor:

- Working with another assessor, then with another pair of assessors, to assess and moderate two nominations to come up with an agreed assessment and rationale; and
- Again, working with other assessors, to finalise the feedback report that is provided to all nominating agencies.

All assessment activities take place in Canberra. The commitment required can vary, however, based on past experience, approximately 4-6 days would be required from late-August to mid-November, with a number of less formal out-of-hours sessions before and after this. It is preferred that the out-of-hours are negotiated for the assessor during working hours, though they may be in the assessor's own time if work commitments do not permit. Some part of the overall period is likely to overlap with school holidays, which may impact on the availability of some people.

## Cost and Nomination Process

The cost of assessor training is \$330.00 per assessor, borne by the assessor's agency. This amount is run on a cost-recovery basis.

For more information about the Awards and the role of an assessor, please contact the Awards Coordinator, Fiona Oliver, on 0409 424 516 or at [awards@act.ipaa.org.au](mailto:awards@act.ipaa.org.au).