



# Nomination Form

This award is designed to recognize those organizations who excel at attracting, retaining, retraining and engaging mature workers and who understand how leveraging of an intergenerational workforce creates strategic advantage.

**Please complete the nomination form below and send it to Karen Roberts at [wisdomandexperienceworks@outlook.com](mailto:wisdomandexperienceworks@outlook.com) by Tuesday, March 31<sup>st</sup>.**

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Name of organization: \_\_\_\_\_

Number of employees in PBC: \_\_\_\_\_

Optional: Number of employees in PBC aged 50 and above \_\_\_\_\_

Sector: Non Profit \_\_\_\_ Private for Profit \_\_\_\_ Public \_\_\_\_

Contact information for nomination: Name: \_\_\_\_\_

Email address: \_\_\_\_\_ Phone # \_\_\_\_\_

Should you have any questions about the nomination form or process, contact Karen Roberts at 561-543-2954.

**Please place a checkmark next to those practices your organization currently engages in and feel free to provide any documents supporting these practices as part of your nomination.**

### Recruitment Related:

\_\_\_\_\_ Hiring messages include age diverse materials and social media statements and online job postings encourage older workers to apply

\_\_\_\_\_ Interviewers are trained to avoid ageist assumptions and interview panels are age diverse

- \_\_\_ Job descriptions exclude a maximum number of years of experience and DOB or other age identifying information is not collected in initial employment process
- \_\_\_ Partners with local colleges, workforce development programs, temporary agencies or local non profits who excel in working with older adults

### **Retention/Engagement Related:**

- \_\_\_ Includes age in diversity and inclusion strategy
- \_\_\_ Encourages mixed age and reverse mentoring
- \_\_\_ Committees and task forces are intergenerational
- \_\_\_ Surveys employees on a regular basis to determine needs, concerns and engagement levels
- \_\_\_ Includes retired alumni as mentors for up and coming leaders and or uses retirees as consultants/independent contractors
- \_\_\_ Uses a knowledge management system to capture institutional and historical knowledge
- \_\_\_ Offers flexible work arrangements or similar type of flexibility
- \_\_\_ Offers bridge employment - late career workers transition to retirement through use of reduced hours, responsibilities or workload
- \_\_\_ Offers caregiver supports including paid time off to care for a spouse or parent
- \_\_\_ Provides retirement planning support
- \_\_\_ Fosters an age positive culture that values mature workers

### **Re-skilling/Training Related:**

- \_\_\_ Provides lifelong learning and re-skilling opportunities
- \_\_\_ Designs/redesigns work to match workers capabilities in terms of workflow and pace
- \_\_\_ Uses mature workers to train/instruct others through formal or job shadowing programs
- \_\_\_ Provides workforce training on age discrimination and ageism prevention

### **Comments:**

Please write in any other practices that you use to support mature workers that are not described above and/or use this space to explain or expand on a best practice to support mature workers that you are particularly proud of.

**Please answer the following three questions:**

1. What have you found to be your experience with either mature workers or an intergenerational workforce?
2. What benefits have mature workers brought to your organization?
3. Tell us about a mature employee (no names please) who has made an exceptional contribution to your organization and how your organization has supported this worker through the use of best practices outlined above.

**Thank you for taking the time to complete this nomination form.**

Next steps:

1) Consider becoming a sponsor for the Awards Breakfast Event and/or the Mature Job Fair be held on Friday, May 1st at the WPB Airport Hilton.

2) Be sure to register for the Awards Breakfast and/or the Mature Job Fair.

You will be contacted by a member of the Awards Committee to confirm receipt of your nomination and to gather additional information if needed.