



Introduction

This is a submissions guide for the **Enable Role Model List 2024 sponsored by Dow**.

This guide is designed to clarify what type of activity and evidence should be put into each question response, and what our judges are looking for in the responses of a potential Role Model.

Please note that all our Role Model questions seek to understand what you are doing **outside of your everyday work** for inclusion. to inspire and develop the next generation of diverse talent. Therefore, activities which are a standard part of your role in your organization cannot be included or scored.

Nominees cannot work professionally in diversity or inclusion or be in a role where the majority of their work is focused on DEI activity. Those who have DEI as part of a much wider remit within their role are eligible.

The Enable Submissions Form

You must complete and send in your submission form by deadline Friday 20 September be in with a chance to feature in the 2024 Enable Role Model List.

Responses on our online form cannot be saved prior to submission. We therefore suggest that you prepare your answers first and then cut and paste them onto the form once complete.

If you require an offline, word document version of the questions please get in touch with the team at info@involvepeople.org

How to complete the Enable Submission Questions.

General Guidance:

All of the questions have a word limit and we expect responses to be concise. Our judges score only for the activities and achievements you outline, there are no scores assigned for the style or presentation of your response. **Please use bullet points and lists and write as concisely as possible.**

We strongly encourage you to provide **information on the specific outcomes and impact** of your activities in all responses as it is crucial for our judges to be able to understand and appropriately score the scale of your achievements. Supporting this with any statistics, feedback or examples you have will enhance your responses and the scores awarded.





Please ensure that you only include details from the last two years in Sections 2 and 3 (detailed below). There is an opportunity to include details from beyond the last two years in Section 4.

submission tips

- ▶ use bullet points & lists
- ▶ be clear, concise & specific
- ▶ prioritise your most trail-blazing achievements
- ▶ only include information from the last two years
- ▶ ensure all information is in the correct section

Enable Role Model
List 2024



Section 1: Introductory Questions

This section is made up of introductory questions that requires you to share your contact details and basic information concerning your role and the company you work for. including contact details and basic information regarding your role and the company that you work in.

The questions included in this section are as follows:

First name

Last name

Preferred pronouns

Email address

Phone number (optional)

Secondary contact email address (optional)

What is your job title?

Which company do you work for?

What industry do you work in?

Which city and country do you work in?



Diversity.

We proactively track the diversity of submissions that we receive. As The Enable Role Model List features leaders who have personal experiences with mental health, are neurodivergent or have a disability, this question on diversity is mandatory to ensure that nominees qualify for consideration within this List.

The mandatory diversity question is as follows:

Do you have personal experiences in any of the following?

Disability

Mental health

Neurodiversity

The other questions in this section are optional, but along with the question above, they help us to ensure that we have received submissions that represent the full spectrum of diversity. Any information you provide is strictly confidential.

Section 2: Your work

In this section, we focus on the pivotal work that you are doing for inclusion. Respondents should share how they have made a positive impact within their workplaces, facilitated collaboration or contributed to organizational goals when it comes to disability, neurodiversity or mental health inclusion. The question in the section covers all the work you have done internally within your own organization and external to your organization.

The question is as follows:

What are you doing to drive inclusion for disability, neurodiversity and/or mental health? (300 words)

Internal work can include:

- If you have taken part in internal employee networks, events or taken on a leadership role which has seen you drive inclusion within any of these spaces
- Taking part or leading specific initiatives to enable inclusion within disability, neurodiversity and/or mental health such as mentoring, sponsorship, talent initiatives or strategic work

External work can include:



- Public speaking engagements or panel discussions
- Media opportunities including interviews, press articles and being quoted
- Formal roles within external organizations specific to either disability, neurodiversity or mental health advocacy and inclusion. This can include non-profits, charities and schools

Section 3: Groups and Networks

This question asks respondents to detail any internal Employee Resource groups and/or any relevant external networks that they are a part of. Bullet points are encouraged.

The question is as follows:

Are you a member of any Employee Resource Networks or Advocacy Groups, within your organization or externally, that you would like to mention? (300 words)

Section 4: Further information and headshot

In this section, we are keen to hear about why you would like to be featured as one of INvolve's 50 Enable Role Models.

The question is as follows:

Why would you like to be featured as an Enable Role Model? (200 words)

Your response can include:

- Any information on your personal journey or any specific life events which have influenced or inspired your work supporting inclusion
- Why you personally think Role Models are important based on your experiences working for inclusion
- How you expect being an Enable Role Model may help support your work for inclusion
- Why being an Enable Role Model would be positive for your specific global region or industry
- What you consider to be the key barriers to progressing inclusion within your area of focus

NOTE: We are unable to judge information sent to us in the form of hyperlinks or evidence of your work that exists on third party platforms (such as LinkedIn, personal websites, or links to various press articles). Therefore, please provide descriptive text to outline all relevant experience.



Your Headshot.

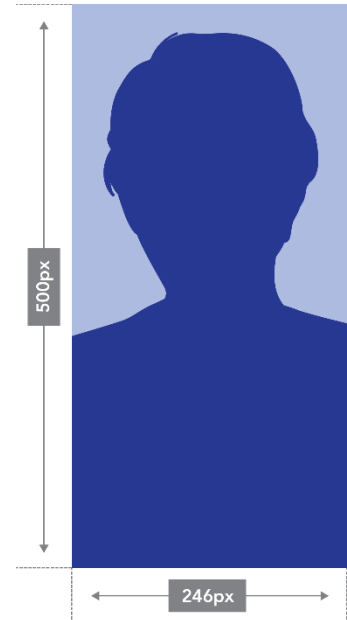
Please upload a high-resolution professional headshot.

Requirements:

- at least 246x500 pixels
- vertical orientation
- PNG or JPG file type
- maximum 50MB

This is the image that we will use should you be featured on the 2024 Enable Role Model List sponsored by Dow.

Please note that you must submit a headshot to be considered for the Enable Role Model Lists. If you cannot upload a headshot through this form please email it to us at info@involvepeople.org



If you have any further questions about the submissions process, please don't hesitate to get in contact us at info@involvepeople.org.