Overview:

Letters of support provide substantiation of the nominee’s credibility for this prestigious award.

Letters should be testimonials from multiple people – fellow volunteers, colleagues, HBA members, as well as other leaders in the industry – detailing the impact the candidate has had on them, the HBA and the healthcare industry in terms of increasing gender parity and advancing women leaders.

Your letter of support should be sent to the lead contact for the nomination. This person will compile and submit the required documents for a strong award package.

Completed submissions are due by 18 October so please check with the lead contact for the date s/he needs the letters of support.

Letters of support can be written in any format of your choosing, e.g. an email or Word document, and can range from a few paragraphs to a full page.

Suggested letter content:

To craft an effective letter of support for your candidate, please ensure you include key information:

- Nominee’s name
- Your name, title and company
- Your relationship to the nominee

To ensure the judges have a full appreciation for your nominee’s candidacy, please consider why you believe she/he should be the 2020 HBA STAR. This is best done by considering the following attributes and provide examples that demonstrate her competence as an:

- effective leader
- advocate for women and male allies
- excellent role model for women
- breadth and depth of impactful HBA leadership roles she/he’s held
- strategic, financial and growth impacts she/he has had on the HBA on a local and global basis