

The Spot-On Trophy

Best regional branch forum for learning, sharing, and growing

The Spot-On Trophy is awarded annually to the branch committee or member who delivers the forum that provides the best opportunity for member learning, sharing, and growth.

The trophy is held by the recipient for one year and must be returned to NZOQ National Office by 31 December.

A 'forum' is defined as any of the following:

- newsletter
- special interest group (SIG)
- chat group
- site visit programme
- seminar series
- or any other event that meets the criteria below

Criteria

To be eligible, the forum must meet the following:

1. The forum must be regular (one-off events are not eligible).
2. It must clearly demonstrate how it enabled learning and sharing.
3. Forums must be topical, informative, and support members' learning in the quality field.
4. There must be clear opportunities for members to provide feedback.
5. Evidence must be provided that member feedback was requested, analysed, and used to make improvements where appropriate.
6. For newsletters, the following additional criteria apply:
 - a. The issue date must be clear.
 - b. The branch or SIG title must be stated so it is clear who the newsletter represents.
 - c. Contributors must be acknowledged.
 - d. The design should be attractive and easy to read.
 - e. The copy must be of good quality.

Eligibility and entry

1. To be considered for this award, a branch, special interest group, or individual must submit a brief describing the forum and/or three copies of the newsletter to NZOQ National Office by 31 October.
2. Each application must also include:
 - a. A one-page summary of survey results showing how members rated the forum and any suggestions for improvement.
 - b. A one-page report outlining steps taken to respond to that feedback.
3. Entries will be judged by a panel appointed by the NZOQ Board.
4. The winner will be confirmed by 30 November, and the trophy will be engraved and presented at an annual event or conference.