



## **COFFS COAST BUSINESS AWARDS 2023 - ENTRY QUESTIONS**

### **Category – PROFESSIONAL DEVELOPMENT - STAFF TRAINING**

You will be required to provide a 100 word biography for your business to be used for promotional purposes. As well as provide contact details and some information about the business, such as registered ABN, address etc.

### **PROFESSIONAL DEVELOPMENT – STAFF TRAINING**

This award recognises businesses that provide ongoing training to their staff, - both in house or through external training organisations.

#### **Questions:**

1. Describe your company's training policy / or, how do you ensure you and your staff's skills and knowledge are up to date and current? Max word count: 400
  2. What percentage of your staff have attended at least one business, technical, personal or professional development training in the last financial year? Max word count: 200
  3. How has investment in training and development improved the performance of your business? Max Word Count: 300
  4. How do you engage and encourage staff to undertake training? Max word count 400
- Once you have answered these questions go to the application 'enter now' section of the website and follow the instructions.
  - You will use your email account to upload your completed Entry Forms.
  - You must also submit 1 landscape image in JPG format.