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Case study

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Do you know that anyone can nominate anyone for an honour? There are so many unsung heroes who deserve to be honoured – but they need someone to nominate them! Women and people from a Black and Minority Ethnic (BME) background in particular are missing out: BME recipients made up only 6% of the Queen’s Birthday Honours List in 2013. And as recently as 2008, women had never made up more than 40% of any honours list. You can help us put that right.

Who can I nominate?
Anyone! But of course only exceptional individuals receive an honour – so if you want to see your candidate on an honours list, you need to make sure that they have done what it takes to make it all the way to the Palace. The bottom line is that those who compile the list are looking for people who have made a real difference in their community or field of work. Nominations should be made while the nominee is still active. So, before putting your candidate forward, ask yourself a few questions. Has your nominee done any of the following:
• Made a real impact in their community or workplace;
• Exemplified the very best sustained and selfless voluntary service?
• Gained the respect of their peers?
• Changed things for the better?
• Improved the lot of those less able to help themselves?
• Displayed moral courage in making and delivering tough choices?
• Demonstrated innovation or entrepreneurship?
• Brought distinction to British life and enhanced its reputation?

Up to 1,300 individuals are honoured for these achievements by their inclusion in the Prime Minister’s list each New Year and in June, on The Queen’s official birthday.

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What makes a good nomination?
You need to describe what is special about your candidate’s achievements and show memorably and persuasively how they have made a difference. The weakest nominations are those which read a bit like CVs or job descriptions. The best are those which demonstrate the impact the individual has made, showing how they have overcome obstacles or gone the extra mile. See if you can provide clear examples to show how they are head and shoulders above their peers or a role model to others, often serving over a number of years.

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Front cover photograph: Elizabeth Atere-Roberts
Older People’s Nurse Specialist.
OBE for services to Healthcare in London.
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