



## 2011 Program Information and FAQ's

### **Program Goal**

To identify Arizona's Most Admired Companies and to promote Arizona as a "best place to work and live" for the benefit of the economy, businesses and workforce.

### **Program Objectives**

To identify and promote **Arizona's Most Admired Companies** based on based on leadership contribution and employee, customer and community opinions. This is the most comprehensive and most prestigious award program in Arizona, for it recognizes the contributions and impact these "most admired companies" bring to the state.

### **Categories Surveyed and Evaluate**

Employers are asked to complete a nomination form that requires company demographic information and 5 open ended questions related to:

1. **Workplace Culture** (as voted by employees through an anonymous employee survey)
2. **Leadership Excellence** (reputation of leaders in the community creating good will or economic impact to the community)
3. **Corporate & Social Responsibility** (involved in giving back to and/or supporting the community and the environment )
4. **Customer Opinion** (Solid reputation for delivering superior customer service as assessed by customers)
5. In 50 words or less, briefly describe why your company is an Arizona Most Admired Company. What makes your company stand out from all other Arizona employers?

### **Program Benefits**

- **Benefits for the State:** This project will contribute to the continued growth and economic prosperity of the state by positively impacting the image of Arizona, thereby allowing the state to attract and retain more businesses and jobs.
- **Benefits for Program Partners:** This state program has been designed to increase awareness on all of the state's member based organizations (city, state and national chapters), with the goal of increasing membership and participation in award programs.
- **Benefits for Participating Companies:** All participants will receive many benefits from participating in the process such as best practice ideas, benchmark data, and for the honorees – increased market and brand awareness on a state and national level. The list provides positive public recognition for winning companies increasing their visibility, public profile and financial performance (see <http://www.bestcompaniesaz.com/faq.asp#employers>).
- **Benefits for the Employees:** The list provides a source of pride and public recognition for the employees and creates a stronger desire to stay at that company and get involved in the community as leaders and mentors. Additionally, passive and active job-seekers can identify companies that have great workplaces in Arizona by visiting [www.bestcompaniesaz.com](http://www.bestcompaniesaz.com).

## **Eligibility Requirements**

1. Arizona companies with at least 25 employees are eligible to submit an application. This includes employers in ALL cities including metro Phoenix, metro Tucson, Northern Arizona, Southern Arizona and Western Arizona cities.
2. These companies can be for-profit, non-profit, private, public, subsidiaries or business units, government or state agencies, or charitable organizations.
3. The employees must be full-time or part-time employees working in Arizona (seasonal, temporaries or contractors should not be included in this headcount). Part-time employees must work at least 20 hours per week.
4. Company should have received a state and/or national workplace award within the past 12-24 months that validate favorable employee survey results, OR the company should have surveyed the workforce in the past 12-24 months and can demonstrate favorable employee survey results at 80% favorable and above, OR the company has programs in place that solicit employee feedback on a regular basis through employee focus groups or other mechanism validating a favorable workplace. Additional information may be requested for committee discussion and validation purposes.

## **How Companies will be ranked**

Companies will be ranked in alphabetical order so all will receive equal exposure as one of Arizona's Most Admired Companies. Spotlight awards will also be announced at the event based on the 4 categories: Workplace Culture, Leadership Excellence, Social Responsibility and Customer Excellence.

## **Nomination Process**

The nomination process has been automated this year and is a 2 step process:

1. **You must Register by completing Section 1 of the Nomination Form online at <http://www.bestcompaniesaz.com/Pre-Registration-form.asp#pre-reg>.** You will receive an email confirming your registration and will be provided with additional information and a link to the online nomination form at that time. If you have not received acknowledgement or confirmation of your registration by June 15<sup>th</sup>, please contact BestCompaniesAZ at 480-545-5151 or [MAC@AZMostAdmired.com](mailto:MAC@AZMostAdmired.com).
2. **Complete Section II and III of the Nomination Form online.** This form requires a response to 5 open-ended questions and some demographic information. All sections of the form must be completed for consideration by the selection committee. If you have any supporting documents you'd like to submit or additional questions, contact us at [MAC@AzMostAdmired.com](mailto:MAC@AzMostAdmired.com).

## **Is there a cost to participate?**

The nomination process is free. If you'd like to attend one of the "Best Practices" Leadership Workshops in May or June featuring AZ's Most Admired Companies, there is a fee as each workshop was approved for 2 credit hours per session (HR Certification Institute). For details on the workshop agenda, please visit [www.bestcompaniesaz.com](http://www.bestcompaniesaz.com).

## **Important Dates - Timeline**

May and June	Best Practices Leadership Series
June 15	Deadline to submit Completed Nomination Form
July	Evaluation and Review Period
August	Award Winners Receive advance notice
September 7	Award Reception
October	BestCompaniesAZ Leadership Series and Expo

## **What is the Evaluation & Selection Process**

All nominations will be reviewed by a selection committee comprised of industry leaders and subject experts in the four categories, the *Arizona Business Magazine* editorial team and “MAC” Presenting Sponsors or Partners that are not participating in the competition. The selection committee determines all honorees of the Most Admired Companies program.

**NOTE: BestCompaniesAZ will facilitate the process but will NOT participate in the selection of final list winners due to the nature of its role in providing consulting services to the community.**

## **When will the winners be announced?**

Honorees will be notified approximately 30-45 days prior to the awards program and announced to the public at the awards reception held in September. *Arizona Business Magazine* will publish a special feature highlighting all of the winners, plus the full list and “unique best practices” will be featured on BestCompaniesAZ.com. Details on the award reception will be provided by June 15.

## **What if I do not make the list? Is the application process confidential?**

Companies that participate but do not make the list will not be disclosed. We do not reveal whether or not a company has participated for selection on the list.

## **Sponsorship Opportunities.**

If you are interested in sponsoring the Most Admired Companies program this year and taking advantage of all the exposure from May through event date – September 7, please contact Cheryl Green at 602.424.8846.

If you are interested in sponsoring and/or presenting at the Best Practices Leadership workshop contact Denise Gredler at 480-545-5151.

## **What if I still have questions?**

BestCompaniesAZ hosts monthly workshops across the state educating Arizona employers on what it takes to achieve “Most Admired” status. Visit [www.BestCompaniesAZ.com](http://www.BestCompaniesAZ.com) for link to our event schedule or subscribe to our E-News and we will keep you up-to-date on all upcoming events.

If you are located outside of the Metro Phoenix or Tucson areas and would like to schedule a workshop in your city, please contact [Denise@AZMostAdmired.com](mailto:Denise@AZMostAdmired.com) or by calling 480-545-5151.

Thank you for your interest in Arizona’s Most Admired Companies Program and Good Luck!

Denise Gredler  
Founder and CEO  
BestCompaniesAZ, LLC  
[Denise@AZMostAdmired.com](mailto:Denise@AZMostAdmired.com)  
480-545-5151

Cheryl Green  
Publisher  
AZ Big Media and AZ Business Magazine  
[Cheryl.Green@azbigmedia.com](mailto:Cheryl.Green@azbigmedia.com)  
602.424.8846