



Our
COOP

Colleague
of the Month

A guide to writing a winning nomination



“Colleague of the Month is about recognising colleagues who make a **measurable impact** on our Society.”

This guide will help you write strong, genuine nominations that truly reflect the positive impact our colleagues are making across OurCoop.

We have 3 awards categories ...



‘Outstanding contribution to the integration programme’



‘Increasing cross trading within our family of businesses’



‘Delivering exceptional performance and/or service results’

Award category	Why this matters	Stand out nominations will include
<p>1. Outstanding contribution to the integration programme</p>	<p>This category celebrates colleagues who are helping unite our businesses to deliver our vision and strengthen Our Coop.</p>	<ul style="list-style-type: none"> • Supporting integration: Actions that helped bring our businesses together. • Collaboration: How they worked with colleagues from different teams, showed innovative thinking, or strengthened teams and processes. • Challenges overcome: Any obstacles they addressed and how they navigated them. • Measurable impact: Tangible results, improvements, or feedback that show the effect on integration outcomes, colleagues, customers, or the business.

<p>2. Increasing cross trading within our family of businesses</p>	<p>This category recognises colleagues who actively encourage collaboration and trade opportunities across our family of businesses.</p>	<ul style="list-style-type: none"> • Supporting Cross trading: Actions they took to encourage or enable collaboration across our businesses. • Influence & motivation: How they educated, inspired, or motivated colleagues or customers to get involved. • Initiatives & innovation: Any new ideas, programs, or approaches they introduced to strengthen cross trading. • Measurable impact: Tangible outcomes such as growth, increased awareness, improved operational efficiency, or other positive impacts.
<p>3. Delivering exceptional performance and/or service results</p>	<p>This category shines a light on colleagues who consistently exceed expectations and deliver outstanding results.</p>	<ul style="list-style-type: none"> • Raising the bar: Achievements in performance or service that exceed normal expectations. • Actions: Initiatives they introduced or supported that strengthened services for customers, teams, processes, or results. • Innovation & initiative: Extra effort, creative solutions, or strategic thinking that made a positive impact. • Measurable impact: Tangible outcomes or feedback showing benefits for colleagues, customers, or Members.

How we're rewarding colleagues

Colleagues and teams who are selected as winners will receive £75 or £150 respectively in OurCoop vouchers, which can be spent across our family of businesses - a thank you for the great work they do.

Recognising all nominees

Being nominated is a great achievement, and we want to make sure that recognition is felt. We're working on a way to automatically let colleagues and their line managers know when they've been nominated. In the meantime, please take a moment to let them know you've nominated them and why.



Top 5 tips to writing a winning nomination

1. Be specific - Don't just say "they do a great job." Tell us what they did and why it mattered.
2. Bring to life - include a clear story or situation where the nominee's actions had an impact.
3. Focus on impact - What was the outcome? How did it affect colleagues, customers, Members or the business?
4. Evidence counts - If available, include numbers, results, feedback, or outcomes.
5. Keep it clear and concise - Use everyday language. Judges should easily understand what happened and why it's special. And remember judges will represent our family of businesses so it helps to set context and background.

A screenshot of a nomination form titled 'OurCoop Colleague of the Month Nomination Form'. The form has a dark green header with the OurCoop logo and three icons: a heart, a gear, and a hand. Below the header, there is a section titled 'Colleague of the Month is about recognising and celebrating colleagues who make a measurable impact on our Society.' followed by a list of five tips for writing a winning nomination. The form also includes a disclaimer: 'When you submit this form, it will not automatically collect your details like name and email address unless you provide it yourself.' and a required field for 'Your name' with a text input box.

Our
COOP
family

Food**COOP**

Travel**COOP**

Funeral**COOP**

Little
Pioneers
early years **COOP**

Broadband**COOP**

Energy**COOP**

Mobile**COOP**