

HONOURS & AWARDS



Guide for Nominators: Order of British Columbia and B.C. Medal of Good Citizenship

Purpose of This Guide

This guide is designed to help nominators prepare compelling and complete nominations for British Columbia's highest honours:

- **The Order of British Columbia (OBC), and**
- **The Medal of Good Citizenship (MGC)**

It explains the differences between the two honours, outlines what makes a strong nomination, and sets clear expectations for supporting materials.

Submission Requirements

Required:

1. **Completed Signed Nomination Form**
2. **Two Supporting Letters** (maximum of five letters total - must be signed).

★ **Tips for Choosing References**

You should ensure that the references provided are familiar with the nominee's accomplishments. It is more important that they be able to speak about the nominee from first-hand experience, than that they be public figures or hold senior positions.

Optional (but helpful):

- **Curriculum Vitae or Resume** – especially for OBC nominations.
 - **Supplementary Materials:**
 - ~ Links to news articles, websites or videos
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Examples of Deserving Candidates

Please refer to our website to read the achievement descriptions of recipients of the Medal of Good Citizenship and the Order of British Columbia.

[Order of British Columbia - Province of British Columbia](#)

[British Columbia Medal of Good Citizenship - Province of British Columbia](#)

Questions?

If you have any questions or require additional information, please visit our [website](#) or contact us:

B.C. Honours and Awards Secretariat

Email: bchonoursandawards@gov.bc.ca

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Choosing the Right Recognition Program



Order of British Columbia (OBC)

Recognizes individuals whose achievements have had a significant impact at the **provincial, national, or international level**.

IDEAL NOMINEES:

- A scientist with groundbreaking research.
 - An Indigenous leader advancing reconciliation.
 - A business innovator with province-wide impact.
 - An artist with international acclaim.
 - A public servant transforming policy or services.
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KEY QUALITIES:

• **Exceptional Achievement**

They have made outstanding contributions in areas such as the arts, sciences, business, public service, education, community leadership, or environmental stewardship.

• **Provincial, National, or International Impact**

Their work has had a significant and lasting impact not just locally, but often across British Columbia, Canada, or globally.

• **Service with Distinction**

Recipients are recognized for serving with the greatest distinction, often going above and beyond in their field or community.

• **Inspiration and Leadership**

Many members are trailblazers or role models, inspiring others through their leadership, innovation, or advocacy.

• **Lifelong Commitment**

Their achievements often reflect a sustained commitment over many years, rather than a single act or short-term effort.

• **Integrity and Dedication**

They are known for their integrity, dedication, and selflessness, often working for the betterment of society without seeking personal gain.



B.C. Medal of Good Citizenship (MGC)

Recognizes individuals who have made **exceptional contributions within their local community**, especially those who have served **selflessly and without expectation of personal reward**.

IDEAL NOMINEES:

- A long-time volunteer supporting vulnerable populations.
 - A youth leader promoting mental health awareness.
 - A community organizer improving local services.
 - A newcomer fostering cultural inclusion.
 - A humble volunteer selflessly contributing to their cause for years.
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KEY QUALITIES:

• **Selflessness**

They act without expectation of reward or recognition, often putting the needs of others before their own.

• **Kindness and Generosity**

Their actions reflect a deep sense of compassion, generosity, and care for others in their community.

• **Community Impact**

They have made a significant and lasting difference in the well-being of their local community through volunteerism, advocacy, or grassroots initiatives.

• **Long-Term Commitment**

Many recipients have demonstrated sustained efforts over many years, showing dedication and perseverance in their service.

• **Leadership in Times of Need**

Some are recognized for stepping up during emergencies or crises, coordinating aid or support when their community needed it most.

• **Inspiration to Others**

Their actions often inspire others to get involved and contribute to the common good, helping to build stronger, more connected communities.

Writing a Compelling Nomination

What to Include

- **Specific examples** of the nominee's achievements and originality and innovation in their field.
- **Evidence of impact:** What changed? Who benefited? Tangible, lasting contributions?
- **Personal stories** that illustrate character and leadership.
- **Clear alignment** with the honour's purpose and eligibility criteria.
- **Extent of Recognition** – Local to international acclaim.
- **Duration** – Sustained contributions over time.
- **Personal Service** – Leadership, mentorship, and community dedication

Prompting Questions – consider answering the following questions when completing the summary of achievement:

- **Creativity**
 - What has the nominee created, developed, or introduced that is original or innovative in their field?
 - How has their work influenced others or changed the way things are done?
 - In what ways does the nominee's contribution stand out from others in the same area?
- **Extent of Recognition**
 - How widely is the nominee recognized for their work (e.g., locally, provincially, nationally, internationally)?
 - Have they received any awards, honours, or public recognition for their contributions?
 - Has the nominee represented or promoted British Columbia in any significant way?
- **Impact and Achievement**
 - What specific outcomes or changes have resulted from the nominee's work?
 - Who has benefited from their contributions, and how?
 - How has their work improved life, culture, or systems in the local community, B.C. or beyond?
- **Duration**
 - Over what period of time has the nominee been making this contribution?
 - Has their work been sustained and consistent over the years?
 - Are there any milestones or phases that show the evolution of their impact?
- **Personal Service**
 - How has the nominee demonstrated leadership, mentorship, or dedication to others?
 - Can you describe any personal sacrifices, risks, or initiatives they have taken?
 - How has the nominee inspired others or served as a role model in their community or field?

What to Avoid

- Generic praise without evidence.
- Lists of job duties, awards, or education.
- Repetition across testimonial letters or letter writing campaigns.

Final Tips for Nominators

- **Use vivid, precise language** to describe the nominee's impact.
- **Include diverse perspectives** in testimonial letters.
- **Keep it concise:** Quality over quantity.
- **Just a reminder that the deadline is typically the first Friday in April, though it may be extended if it falls on or near a statutory holiday weekend.**