

Selection criteria and process

Eligibility criteria

Nominees must show they:

- Are part of the club/association committee of management and have been for a minimum of three years;
- Work on an entirely voluntary basis and have done so for the 12 months prior to nomination;
- Have fostered relationships within and between the club/association and the community;
- Have made a considerable contribution to the sport, specifically in the area of delivering more active players;
- Have performed various roles within the club/association;
- Have demonstrated significant achievement while in the roles held within the club/association;
- The nomination is supported by at least one member of the current management committee; and

Members are encouraged to nominate colleagues.

Selection criteria

The selection panel will give consideration to the following in assessing and comparing nominations:

No.	Description
1	Endorsement (written or verbal) to be provided by executive committee, operating committee, working party, or advisory body;
2	The type and success of programs promoted, the level of increased community awareness and participation levels;
3	The track record of increased participation levels from beginners to full playing members; and
4	The leadership qualities shown in building and/or maintaining facilities and/or operating procedures.

Selection process

All decisions in relation to the Volunteer Achievement Award (including any questions in relation to eligibility) will be determined by the selection panel in its absolute discretion. All decisions are final, and no correspondence will be entered into.

Any matters which arise and which are not covered in this document will be determined by the selection panel in consultation with Tennis Tasmania management.

Note: The award period is from 11 August 2016 – 11 August 2017. Only achievements/details from this period will be considered by the panel

Timeline

Date	Action	Notes
18 August 2017	Nominations close (5pm)	No late applications or additional details will be accepted after this date and time.
25 August 2017	TT Selection Panel announces finalists	Finalists will be contacted first, then names released publically via email, social media and media
8 September 2017	High res images of finalist due to TT for presentation	High resolution images of all nominees are required ASAP before 30 September. These will be incorporated into a package on the night.
22 September 2017	Tennis Tasmania Awards Night	

Volunteer Achievement Award

Tennis Tasmania



Submission of Application

A complete application will consist of;

- **Nomination Form**
- **Document addressing the Selection Criteria**
- **Any relevant supporting documentation**

Please submit completed application to Tennis Tasmania before 5pm on 18 August 2017