

## VOLUNTEER ACHIEVEMENT AWARD

The volunteer often goes unrewarded for the many hours of work that they contribute to tennis. This award honours the volunteers within tennis, those people who foster relationships within and between their club and the community and for the contribution they make to the sport.

### *Eligibility Criteria*

Nominees must show that they:

- Work on an entirely voluntary basis and have done so for the 12 months prior to nomination
- Are supported by at least one member of the current management committee by providing documented evidence to substantiate meeting the selection criteria (eg. letters of thanks, supporting evidence from current administrators of the club/association, publications depicting the nominee's position within the club/association)

Nominees may self-nominate or be nominated by another person (note: if you self-nominate you will require a seconder to support your nomination).

All entries must provide the following media to support their submission:

- Three (3) high-resolution photos (in RAW format or TIFF/JPEG in highest file size possible)

### *Selection Criteria*

The selection panel will consider the following in assessing and comparing nominations:

- The leadership qualities shown in continuing to grow the club or facilitate successful change
- The leadership qualities shown in building and/or maintaining facilities and/or operating procedures
- The impact of the time spent both short term and long term and how that benefits the club, community and the sport
- Evidence of fostered relationships within and between the club/association and the community
- If applicable, the contribution to making Tennis inclusive for diverse communities (ie. people with a disability, multicultural communities, Indigenous Australians, people who identify as LGBTI, low socio-economic communities).
- Have made a considerable contribution to the sport, specifically in the area of delivering more active players
- Have demonstrated significant achievement while in the roles held within the club/association

### *Selection Process*

Only information provided by the nominee with their online nomination form will be considered by the selection panel. Nominees should attach any relevant additional information with their online nomination form.

# Award Nomination Criteria



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 West Management

## Timeline

- Nominations open – Monday 15 July 2019
- Nominations close – Friday, 30 August 2019
- Nominations are valid for the 2018/19 tennis season
- The WA Tennis Industry Awards Night will be held on Friday, 11 October 2019
- Winners of their respective categories at the WA Tennis Industry Awards will be nominated for the Newcombe Medal Australian Tennis Awards in late October.
- Newcombe Medal – Monday, 2 December 2019

## Requirements of Award Recipients

The successful recipient may be required to fulfil the following:

- Participate in marketing and promotional activities in the 12 months following the award.
- Assist in the preparation of press releases to local media outlets,
- Assist in the preparation of editorial articles, including but not limited to, the Tennis West newsletter, website and Australian Tennis Magazine. Tennis West will provide editorial assistance.

## Nomination Submission

Nominations will be accepted **online only** and should be submitted to Tennis West by clicking [here](#) or by copying this link into a browser window: <https://www.surveymonkey.com/r/2019TennisAwards>

Nominations should include:

- Executive Summary (approximately 200 words) – briefly summarise the key points of the Nomination Report.
- Nomination Report (no more than three A4 typed pages, minimum of 10 point font) – this should address all Selection Criteria for the award.
- Supporting Documents, if applicable (maximum of three pages) – as relevant to the award, e.g. letter of endorsement, posters/flyers, program information.
- Supporting Photographs, if applicable (min of three high resolution photos).

**Nominations are due by 5pm Friday, 30 August 2019.**

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