

## VOLUNTEER ACHIEVEMENT AWARD 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
- Have provided documentary evidence to substantiate meeting the selection criteria, such things as letters of thanks, supporting evidence from current administrators of the club/association, publications depicting the nominee's position within the club/association.

Members are encouraged to nominate colleagues.

### THE NOMINATION PROCESS FOR AUSTRALIAN TENNIS AWARD

- The winners of the State Award for Volunteer Achievement Award (or an equivalent category) will become a nominee for the Australian Tennis Award in the same category
- For states that do not have an awards night – the relevant MA staff will use the criteria provided below to nominate a candidate as a wildcard for the Volunteer Achievement Award at the Australian Tennis Awards
- TA selection panels will select finalists for each award from the nominees (State Award winners)
- Finalists will be announced and invited to attend the Newcombe Medal Australian Tennis Awards.

### KEY DATES

**Monday 2 October 2017:** Nominations due to TA

The award period is as per the MA award period:

- National award nominees will be the winner of the 2017 State award
- MAs will confidentially advise TA of award winners (and provide details) prior to state award night if this night falls after 2 October
- If the MA does not have a State Award (NT/NSW), the MA will nominate a candidate for each category based on the criteria
- MAs will provide a high res image of award winner to TA.

**Friday 20 October 2017:** TA Selection Panel confirms finalists

Selection Panels for each award to confirm finalist from state award nominees. This will be kept confidential until after all of the State Awards have been completed

**Monday 27 November 2017:** Newcombe Medal Awards Night



### **SELECTION CRITERIA**

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

- Endorsement (written or verbal) to be provided by executive committee, operating committee, working party, or advisory body
- The type and success of programs promoted, the level of increased community awareness and participation levels
- The track record of increased participation levels from beginners to full playing members
- 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.

### **SELECTION PROCESS**

The selection panel will be made up of the following:

- National Manager Industry Development
- National Club Development Manager
- Member Association representative

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 Australia Management.

### **REQUIREMENTS OF AWARD RECIPIENTS**

The successful recipients will be required to fulfill the following items upon reasonable request:

- Participate in marketing and promotional activities in the 12 months following the award
- Prepare an article for the Australian Tennis Magazine. Tennis Australia will provide editorial assistance.