

## **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
- The nomination is supported by at least one member of the current management committee and 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

### **THE NOMINATION PROCESS FOR AUSTRALIAN TENNIS AWARD**

- The winners of the State Award for the Volunteer Achievement Award (or equivalent) will become the nominee for the National Award for Volunteer Achievement Award.

### **SELECTION CRITERIA**

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

- 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
- Evidence of fostered relationships within and between the club/association and the community
- The contribution to making Tennis a welcoming and inclusive environment
- 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

### **SUPPORTING DOCUMENTATION**

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
- 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

### **SELECTION PROCESS**

The selection panel will be made up of the following:

- Head of Places, Tennis Australia
- Club Development Manager, Tennis Australia
- 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.

## TIMELINE

**Monday 1 October 2018:** All nominations due to TA

- Nominees for the Australian Tennis Awards will be the winners of the **2018** State awards
- MAs are to confidentially advise TA of award winners (and provide details) prior to state award night if this night falls after 1 October
- MAs **must** also provide a high res image of award winner to TA to be used on the screens at the Awards ceremony.

**Friday 19 October 2018:** TA Selection Panels confirm finalists

- Selection Panels for each award to confirm finalist from state award nominees

**Monday 26 November 2018:** Newcombe Medal, Australian Tennis Awards

## 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.