

Circular 3436

Released January 2016

SURF LIFE SAVING
NEW SOUTH WALES



2015/16 SLSNSW Awards of Excellence

Attention: Members, Clubs and Branches

Actioned by: Members, Clubs and Branches

Date: Friday 29 January 2016

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Summary	This circular outlines the Surf Life Saving NSW awards for the 2015/16 season. All awards will be recognised at the 2016 Awards of Excellence. Award categories, selection criteria and application processes are outlined in this circular.
Objective	To recognise outstanding achievements and contributions from members, clubs and branches in the 2015/16 season.
Key Strategy Ref. No.	2.5 Encourage and promote recognition of volunteers efforts to the wider community and external stakeholders
Action	Branches are to endorse and submit one nomination per category to SLSNSW by 1 July 2016

The Awards of Excellence recognises outstanding achievements and contributions in all aspects of Surf Life Saving. The awards will celebrate the accomplishments of members, clubs and branches in the 2015/16 season. This year's awards will be presented at the Surf Life Saving NSW Awards of Excellence function on a date yet to be determined.

Following are the award categories, selection criteria and award nomination forms. Responses to application questions are limited to a **maximum of five (5) A4 pages**.

*It is important to note, only one application is allowed per branch for each award category. All nominations are to be endorsed by respective clubs and branches and forwarded to Surf Life Saving NSW **by 1 July 2016**.*

Nominations MUST be submitted by branches only via www.surflifesaving.com.au/aoenominations using the online form. No nominations will be accepted via email or post.

Please contact Alex Mecham, Events and Recognition Officer, on 02 9471 8031 if you have any queries or concerns.

IMPORTANT INFORMATION

NOTES FOR APPLICANTS

- Surf Life Saving NSW State events or teams will **not** be considered for nomination for these awards.
- Paid employees at any level may apply for the awards listed. However, paid service will only be counted if applying for the Lifeguard of the Year award. All other awards recognise voluntary contributions only.
- Nominations should include achievements in the 2015/16 surf lifesaving season only.
- Nominations will **not** be returned after judging is complete.
- SLSNSW will only receive one award from each branch per category to ensure the process is streamlined and transparent.

GUIDELINES FOR SUBMISSION

1. Applicants are required to complete and **submit a nomination form** (found at end of circular).
2. Applicants must **address the specific criteria** for their individual nominated award:
 - Selection criteria for each award can be found on the following pages;
 - **Please list each selection criteria as a heading with your response typed under each section;**
 - Please complete using Arial Font and minimum 10 point size;
 - Please no hand written submissions (inclusive of all attachments and additional information);
 - Maximum five (5) pages.
3. Applicants must **include a digital photograph** of themselves (JPEG and a minimum of 2MB in size). For individuals, this would preferably be a head shot; teams this should be one photograph of all or most members of the team. Nominations for Club of the Year and Branch of the Year can include a photograph of team members, but a digital copy of the organisation's logo must also be supplied.
4. Completed nominations are to be **forwarded to Surf Life Saving NSW by 1 July 2016**.

SELECTION CRITERIA

When completing the selection criteria, applicants must also address the following:

1. **2015/16 Contribution**

This is the single most important area of assessment and the judges will rely heavily on information placed on your nomination form, selection criteria and endorsements by the club and branch.

2. **Past contribution**

The judges are looking for growing commitment to surf lifesaving, impact of involvement and activities, and continuous improvement while showing initiative, motivation and leadership. This involvement will span the past three years unless the activity is of particular importance.

3. **Future Contribution**

Applicants will identify future commitments and ambitions to surf lifesaving.

SELECTION PROCESS

Recommended Selection Process at Branch

1. Upon receipt of completed nominations, branches will consider all nominations and determine one branch 'winner' for each award category.
2. Branch winners will be forwarded to SLSNSW for consideration for the state award.

Selection Process at State

1. Select finalists for the 'Surf Lifesaver of the Year' and 'Volunteer of the Year' will be required to participate in a telephone interview; details of which will be available following the close of nominations. The selection panel will determine a winner from both a review of the application and the telephone interview.
2. Finalists from the remaining awards will be determined by a selection panel and will involve a review of applications.

2014/15 AWARDS OF EXCELLENCE CATEGORIES

Awards recognised at the SLSNSW Awards of Excellence, with winners progressing to the SLSA Awards of Excellence:

- Surf Lifesaver of the Year
- Volunteer of the Year
- Club of the Year
- Lifeguard of the Year
- Official of the Year
- Athlete of the Year
- Young Athlete of the Year (U/19)
- Coach of the Year
- Assessor of the Year
- Trainer of the Year
- Community Education Program of the Year

Winners from the SLSNSW Awards will be automatically put forward for the SLSA Awards of Excellence. As applications are due to SLSA on 31 August 2016, and as such there is no opportunity for State winners to re-do applications following the SLSNSW Awards of Excellence.

The SLSA Awards of Excellence will be held on **Saturday 22 October 2016**.

Awards recognised at the SLSNSW Awards of Excellence only:

- Masters Athlete of the Year
- Team of the Year
- Initiative of the Year
- Facilitator of the Year
- Administrator of the Year
- Young Lifesaver of the Year (U/19)
- Branch of the Year
- Junior Lifesaver of the Year (the winners for this award will be selected at the Junior Lifesaver of the Year Development Program in April 2016)
- Rescue of the Year (the Rescue of the Year award is selected from the state Rescue of the Month winners)

AWARD CATEGORIES AND CRITERIA

Surf Lifesaver of the Year

This award recognises and rewards members who have made an outstanding contribution to the delivery and development of surf lifesaving frontline services. It is aimed at active surf lifesavers undertaking lifesaving duties and who can be presented as an identifiable “ambassador” for surf lifesaving.

Essential Criteria – *please supply proof, where appropriate, via either a printout from SurfGuard or equivalent.*

1. Current financial member of Surf Life Saving Australia
2. Surf Life Saving Australia Awards/Certificates held
3. Community Awards/Certificates held
4. Patrolling Hours (rostered and achieved) for 2015/16, 2014/15 and 2013/14 seasons
5. Befitting the image of an Australian Surf Life Saver

Selection Criteria – *please answer the selection criteria under the following headings for the period of 1 July 2015 to 30 June 2016 unless stated otherwise.*

1. Describe your contribution to surf lifesaving patrol duties.
2. Describe how you have demonstrated commitment to public safety.
3. Describe major achievements and positions, relevant to lifesaving, held at club, branch, state & Australian level.
4. Describe future lifesaving ambitions in the areas of club, branch, state, Australia, and the community.
5. Describe current and possible future challenges in active surf lifesaving duties and how they could possibly be overcome.
6. Describe major achievements to surf lifesaving patrol duties for the two years prior to the 2015/16 season.
7. What would it mean to you to be Lifesaver of the Year?
8. Any relevant additional information.

Interview

A telephone interview will be conducted with selected Branch finalists on knowledge of Surf Life Saving and the organisation including areas such as:

- Patrolling duties
- Club/branch/state activities related to lifesaving services
- Rescue related activities
- Personal award development
- Community involvement in lifesaving related activities (e.g. surf education)
- Activities specific to the further enhancement and development of surf lifesaving services

Volunteer of the Year

The Volunteer of the Year award will recognise an individual who has demonstrated achievements in a range of different areas of a club or surf lifesaving service organisation throughout the year, or who has shown significant and outstanding achievements in one particular area. The individual's contribution demonstrably enhances the development of surf lifesaving.

A nominee may be a volunteer in any area of surf lifesaving including but not limited to:

- Club activities
- Carnivals
- Coaching
- Administrating
- Junior Activities
- Branch / State / National Activities
- Training/Assessing
- Scrutineering
- Active patrolling
- Officiating

Note: Applications that focus on significant achievements in one particular area will not be considered if this area is also covered by other awards (e.g. Lifesaver, Coach, Official, Trainer, and Assessor of the Year).

Essential Criteria – *please supply proof, where appropriate, via either a printout from Surfguard or equivalent.*

1. Current financial member of Surf Life Saving Australia.
2. Surf Life Saving Australia awards/certificates held (where applicable).
3. Community awards/certificates held (where applicable).

Selection Criteria – *please answer the selection criteria under the following headings for the period of 1 July 2015 to 30 June 2016 unless stated otherwise.*

1. Describe your contribution to surf lifesaving, at any level in one or more areas of the organisation.
2. Describe how you have demonstrated commitment to surf lifesaving across the organisation.
3. Describe your major achievements and positions, held at club, branch, state & Australian level.
4. Describe your future ambitions in the areas of club, branch, state, Australia, and in the community.
5. Describe current and possible future challenges in surf lifesaving and how they could possibly be overcome.
6. Describe major achievements to surf lifesaving for the two years prior to the 2015/16 season.
7. What would it mean to you to be Volunteer of the Year?
8. Any relevant additional information.

Interview

A telephone interview will be conducted with selected Branch finalists on knowledge of Surf Life Saving and the organisation including areas such as:

- Administration
- Sponsorship
- Government/community support
- Leadership skills
- Planning your club's future
- Recruitment
- Volunteer management

Club of the Year

The purpose of the SLSNSW Club of the Year is to encourage and recognise outstanding achievements in club development that results in SLSNSW clubs providing safer beach and aquatic environments for the community.

The nomination should not exceed 20 pages in length and should be constructed in a concise well written manner that uses facts and figures to demonstrate achievements against the criteria in the nomination form and improvement in the clubs operations, benefits to the community, benefits to members, any major achievements and innovation.

Essential Information – *please supply proof, where appropriate, via either a printout from Surfguard or equivalent.*

1. Evidence that the club is a current affiliated club of Surf Life Saving Australia
2. Australian Business Number
3. Contact details for the member who is submitting the nominations
4. A copy of the clubs strategic and/or operational business plan

Selection Criteria – *please answer the selection criteria under the following headings for the period of 1 July 2015 to 30 June 2016 unless stated otherwise.*

1. Clubs will demonstrate how they have accessed and implemented a continuous improvement program – such as the SLSNSW Quality Club Program, the ASC Club Development Resources, State Department of Sport and Recreation club improvement program, or another identified improvement program – and demonstrate how that program has delivered strategic direction for the club.
2. Clubs will further demonstrate how their implemented continuous improvement program has delivered a range of sustainability measures in a minimum of two of the areas of: Governance, Leadership, Development, Engagement, and delivery of core business.
3. Clubs will evidence achievements that support SLS 2020.
4. Clubs will demonstrate improved lifesaving services and engagement of members in club operations, resulting in engagement and performance.
5. Clubs will demonstrate extended partnerships with external stakeholders and/or demonstrate strategies focusing on engaging the local community and what benefit(s) have been derived.
6. Clubs should identify plans for future development and continuous improvement.
7. What would it mean to you to be Club of the Year?

The State winner may be required to prepare a 20 minute presentation, followed by 10 minutes of question and answer time, to the national selection panel on the clubs successes as related to the criteria of the award. Please refer to **SLSA** Awards of Excellence Circular 31 / 15-16 for more information.

Lifeguard of the Year

This award recognises and rewards Australian Lifeguard Service employees who have made an outstanding contribution to the delivery and development of lifeguard services during 2015/16.

Nominees for this award are nominated by the State/Territory Lifeguard Manager or equivalent.

The selection of nominees for Lifeguard of the Year is based on the following criteria:

- Employment standing (position held and total years of service)
- Valuable contribution
- Commitment to public safety
- Achievement
- Work ethic

Essential Criteria – *nominators to supply proof, where appropriate, via either a printout from Surfguard or equivalent.*

1. Employed by the Australian Lifeguard Service during the 2015/16 season.
2. Surf Life Saving Australia Awards/Certificates held.
3. Community Awards/Certificates held (where applicable).
4. Contract term and lifeguard hours (rostered and achieved).

Please note it would be preferable that nominees not hold a supervisors positions.

Selection Criteria – *nominators to provide responses to the selection criteria below for the period of 1st July 2015 to 30 June 2016.*

1. Describe how the nominee has provided a valuable contribution to their lifeguard service (e.g. assisted with training programs, mentored other lifeguards and trainees, gained additional awards, assisted with public relations events, etc).
2. Describe how the nominee has shown commitment to public safety (e.g. community announcements, education programs, proactive patrolling, media and public relations, appropriate set-up of beach area, etc).
3. Describe any achievements the nominee has been involved in (e.g. rescues, major incidents, commendations, community recognition, large number of preventative actions, etc).
4. Describe the nominee's work ethic (e.g. well presented, clean uniform, adherence to SOPs, training, no breaches of ALS policy & procedures, etc).
5. What would it mean to you to be Lifeguard of the Year?
6. Additional information, including any relevant information regarding the nominees employment as a lifeguard and their commencement date.

Official of the Year

This award recognises and rewards officials who have made a significant contribution to the area of officiating within surf lifesaving with regards to both the commitment shown to officiating over the calendar year and their contribution towards official's educational development.

Essential Criteria – *please supply proof, where appropriate, via either a printout from Surfguard or equivalent.*

1. Must be an SLSA member in good standing.
2. Must be a current accredited surf sports official throughout the 2015/16 season.
3. It will need to be demonstrated that the nominated official has outstanding achievement(s) in respect to lifesaving officiating at an international and/or national and/or state level.
4. The nominated surf sports officials will be those who present a positive image of the role of surf sports officiating and surf lifesaving.
5. Demonstration that the nominated official is involved with official's education.

Selection Criteria – *please answer the selection criteria under the following headings for the period of 1 July 2015 to 30 June 2016 unless stated otherwise.*

1. Major roles/positions – List the major Officiating roles/positions (e.g. Referee) that the nominee has held, please include Branch/ State/ National/ International positions including high performance programs and competition series.
2. List the Officiating Clinics/ Conferences/ Courses that the nominee presented at or facilitated, at a club, branch, state, national or international level – listing the date, location, number of participants and type of involvement.
3. List any sports conferences/ high performance camps/officials clinics or accreditation courses that the nominee has attended – listing the date, location and name.
4. Detail any publications/ resources or sports papers that the nominee has had published or had acknowledged by SLSA or another recognised sport.
5. Outline other Sports Officiating activities or achievements outside SLSA.
6. List any significant innovations or achievements in the 2015-2016 season.
7. Outline what you consider to be the nominee's most outstanding achievement in 2015/16 season and why.
8. Outline any areas within your surf club/ branch/ state centre where the nominee has made an important contribution to SLS.
9. What would it mean to you to be Official of the Year?
10. Any relevant additional Information.

Athlete of the Year

The purpose of this award is to recognise and reward athletes who have demonstrated sporting excellence as well as contributed to the area of surf sports within surf lifesaving.

Essential Criteria – *please supply proof, where appropriate, via either a printout from Surfguard or equivalent.*

1. Must be an SLSA member in good standing.
2. The nominated athlete (teams not eligible) will be an athlete who has demonstrated outstanding achievements and excellence in their chosen discipline in surf sport/s.
3. The nominated athletes will be athletes who are good ambassadors of SLSA.
4. Athletes are categorized as those 19 years plus.

The athlete age is calculated at midnight on the 30th September 2015.

Selection Criteria – *please answer the selection criteria under the following headings for the period of 1 July 2015 to 30 June 2016 unless stated otherwise.*

1. Major Competitions or Competition Series - Detail specific achievements outlining major results (including team events) at major competitions or e.g. state, national and international club championships – please include event name, carnival and placing.
2. Representative Teams - Detail occasions where the nominee has been a member of a representative team outlining the team and event name. Also include any details of the success of the team and any contribution the athlete made to the success of the team.
3. Outline what you consider to be the nominee's most outstanding achievement for 2015/16 season and why.
4. Outline any areas within your surf club/branch/state centre where the nominee has made an important contribution to SLS.
5. What would it mean to you to be Athlete of the Year?
6. Any relevant additional information.

Young Athlete of the Year (U/19)

The purpose of this award is to recognise and reward young athletes who have demonstrated sporting excellence as well as contributed to the area of surf sports within surf lifesaving.

Essential Criteria – *please supply proof, where appropriate, via either a printout from Surfguard or equivalent.*

1. Must be an SLSA member in good standing.
2. The nominated athlete (teams not eligible) will be an athlete who has demonstrated outstanding achievements and excellence in their chosen discipline in surf sport/s.
3. The nominated athletes will be athletes who are good ambassadors of SLSA.
4. Youth athletes are categorized as those 15-18 years.

The athlete age is calculated at midnight on the 30th September 2015

Selection Criteria – *please answer the selection criteria under the following headings for the period of 1st July 2015 to 30th June 2016 unless stated otherwise.*

1. Major Competitions or Competition Series - Detail specific achievements outlining major results (including team events) at major competitions or e.g. state, national and international championships. Please include event names, carnival and placing.
2. Representative Teams - Detail occasions where the nominee has been a member of a representative team outlining the team and event name. Also include any details of the success of the team and the contribution the athlete made to the success of the team.
3. Outline what you consider to be the nominee's most outstanding achievement for 2015/16 season and why?
4. Outline any areas within your surf Club/Branch/State or Territory center where the nominee has made an important contribution to SLS.
5. What would it mean to you to be awarded the Open/or Youth Athlete of the Year?
6. Any relevant additional information.

Coach of the Year

This award recognises and rewards coaches who have made a significant contribution towards the area of coaching within surf lifesaving with regards to both athlete/s performance and the area of coach educational development

Essential Criteria – *please supply proof, where appropriate, via either a printout from Surfguard or equivalent.*

Coaching within Surf Life Saving

1. Must be an SLSA member in good standing.
2. Must be a current accredited surf sports coach throughout the 2015/16 season (attach a current copy of coaching certificate to nomination form).
3. The nominated coach must be a surf coach of any discipline of Surf Lifesaving competition.

Athlete's performance

4. It will need to be demonstrated that the nominated coach has made a significant contribution towards an athlete/s performance in SLSA competition and their development at an international and/or national and/or state level.
5. The nominated coaches will be coaches who present a positive image of the role of the coach and of surf lifesaving and demonstrate sound coaching principles and coaching plans.

Coach education

6. It will need to be demonstrated that the nominated coach is involved with coach education.

Selection Criteria – *please answer the selection criteria under the following headings for the period of 1 July 2015 to 30 June 2015/16 unless stated otherwise.*

Coaching within Surf Life Saving

1. List the coaching positions that the nominee has held, please include Club/ Branch/ State/ National positions, including any teams and/or high performance programs.
2. What would it mean to you to be Coach of the Year?
3. Additional information.

Athlete's performance

4. Detail specific coaching achievements outlining any athlete/s and/ or teams medal places at major events or series, State, National and International Competition – please include athlete's names, age category, major carnivals and placing.
5. Outline and give examples of ways in which the nominee encourages the development of their athletes outside of sport.
6. Additional information.

Coach education

7. List the Coaching Clinics/ Conferences/ Courses that the nominee has presented at or facilitated, at a club, branch state, interstate, national or international level– listing the date, location, number of participants and type of involvement.
8. List any Sports Conferences, coaching workshops or accredited courses that the nominee has attended – listing the date, location and name.
9. Detail any publications/ resources or sports papers that the nominee has had published or had acknowledged by SLSA e.g. Surf Coach Magazine or another recognised sport.
10. Any relevant additional Information.

Assessor of the Year

This award recognises and rewards assessors who have made a significant contribution towards the area of education and awards within surf lifesaving.

Essential Criteria – *please supply proof, where appropriate, via either a printout from Surfguard or equivalent.*

1. Current member of Surf Life Saving Australia.
2. SLSA Assessor's certificate.

Selection Criteria – *please answer the selection criteria under the following headings for the period of 1 July 2015 to 30 June 2016 unless stated otherwise.*

1. Outstanding contribution and commitment to surf lifesaving assessing duties.
2. Attended conferences and participated in professional development relating to education.
3. Contribution to the continuous improvement of assessment processes and tools (eg: participation on review panels, improvement requests submitted).
4. Major achievements and positions, relevant to assessing, held at local, regional and state level.
5. Future plans for assessing in the areas of club, branch and state.
6. Outline any area within your surf club/ branch/ state centre where the nominee has made an important contribution to SLS.
7. Any relevant additional information.

Trainer of the Year

This award recognises and rewards trainers who have made a significant contribution towards the area of education within surf lifesaving.

Essential Criteria – *please supply proof, where appropriate, via either a printout from Surfguard or equivalent.*

1. Current member of Surf Life Saving Australia.
2. Training officer's certificate.

Selection Criteria – *please answer the selection criteria under the following headings for the period of 1 July 2015 to 30 June 2016 unless stated otherwise.*

1. Contribution and commitment to surf lifesaving training duties.
2. Conferences attended and professional development participated in relating to Education.
3. Contribution to the continuous improvement of new training resources and tools (e.g. participation on review panels, improvement requests submitted).
4. Major achievements and positions, relevant to training at local, regional and state level.
5. Future plans for training in the areas of club, branch and state.
6. Outline any area within your surf club/ branch/ state centre where the nominee has made an important contribution to SLS.
7. Any relevant additional information.

Community Education Program of the Year

This award recognises and rewards activities which have significantly contributed to the development of a safer community. This may be any form of general public education or target specific high risk demographics, activities or locations.

Selection Criteria – *please answer the selection criteria under the following headings for the period of 1 July 2015 to 30 June 2016 unless stated otherwise.*

1. Outline the motivation for the program including any research or evidence used in its initial set up.
2. Outline the aims and objectives of the program relating to the participants, the Surf Life Saving movement, and the wider community.
3. Identify the target market and describe the rationale behind this choice.
4. Describe the programs itself including location, duration, and activities involved.
5. Describe the resources involved to deliver the program including how these were developed.
6. Identify who is responsible for what in the program.
7. Provide any promotional material created or media coverage which the program has received.
8. Describe the method used to evaluate the program to ensure it meets the original aims and objectives.
9. Indicate the effect of the program on the local community e.g. increased community engagement, increased participation, new local sponsors etc.
10. Provide any issues identified through the program and strategies adopted to solve them.
11. What are your future plans for the program?

Masters Athlete of the Year

The purpose of this award is to recognise and reward masters athletes who have demonstrated sporting excellence as well as contributed to the area of surf sports within surf lifesaving.

Essential Criteria – *please supply proof, where appropriate, via either a printout from Surfguard or equivalent.*

1. Must be a current SLSA member.

The age level for masters is 30 years of age and older (as defined in current SLSA Competition Manual).

Selection Criteria *(your nomination will be judged against these criteria).*

1. Outstanding achievement(s) in respect to Surf Sports performances at an international and/or national and/or state and/or branch level - detail achievements in major competitions, participation in representative teams and development programs.

Team of the Year

Recognises the outstanding achievements made by a team in respect to Surf Life Saving performances at any level of the organisation (club / branch / state / national / international). *Note that SLSNSW employees are not eligible for this award.* Teams may include (but are not limited to) surf sports teams, lifesaving teams, support services teams, development teams, management as well as education and training teams.

Essential Criteria – *please supply proof, where appropriate, via either a printout from Surfguard or equivalent.*

1. All team members must be current financial surf life saving members.
2. The team should be befitting of the image and ethos of Surf Life Saving.

Selection Criteria *(your nomination will be judged against these criteria).*

1. Acts as positive role models and ambassadors for Surf Life Saving.
2. Demonstrates involvement in a variety of Surf Life Saving activities.
3. Demonstrates representation to a high level.
4. Epitomises the ideals of a team, e.g. excellent team work, communication and support.
5. Positively contributes to surf life saving and/or the community.

Initiative of the Year

This award recognises a new initiative* developed and delivered by a group or individual at club, branch or state level (*note that SLSNSW employees are not eligible for this award*). This initiative can be related to any area of SLS including (but not limited to) surf sports, administration, lifesaving, member services, community education, fundraising or education and training.

Essential Criteria – *please supply proof, where appropriate, via either a printout from Surfguard or equivalent.*

1. Must be developed and delivered by current financial member/s (potentially in conjunction with an external body/sponsor).
2. The initiative should be befitting of the image and ethos of Surf Life Saving.
3. The applicant, or the club/branch the nomination is on behalf of, must own the initiative and its components (*eg you cannot claim to own an initiative that has been developed by another person/club or branch*).

Selection Criteria (*your nomination will be judged against these criteria*).

1. Demonstrates the delivery of a new and high quality initiative.
2. Delivers a well researched initiative (eg documented plans, risk management etc).
3. Delivers a positive result within Surf Life Saving and/or the wider community (eg increased membership, media exposure, new community education methods, funds raised or new lifesaving technique developed).

*An initiative is defined as: a concept that has/is being implemented; a program or event has/is being conducted; proposal that has/is being implemented.

Facilitator of the Year

This award recognises and rewards facilitators who have made a significant contribution towards the area of education and awards within surf lifesaving.

Essential Criteria – *please supply proof, where appropriate, via either a printout from Surfguard or equivalent.*

1. Current member of Surf Life Saving Australia.
2. Certificate IV in Training and Assessment or equivalent.
3. Community awards/certificates held (where applicable).

Selection Criteria – *please answer the selection criteria under the following headings for the 2014/2015 season.*

1. Contributes to surf lifesaving facilitator duties through ongoing delivery of consistently high quality training and assessment, whilst adhering to SLSNSW guidelines.
2. Demonstrates an exceptional ability to transfer vital lifesaving experience, knowledge and skills.
3. Attends conferences and participates in professional development in relation to education.
4. Contributes to the development of new training/assessment resources (eg: participation on review panels, improvement requests submitted to SLSA).
5. Demonstrates major achievements and positions, relevant to education, held at club, branch and state level.
6. Holds future education ambitions in the areas of club, branch and state.

Administrator of the Year

This award recognises and rewards members who have demonstrated outstanding service in administration at a Surf Life Saving club, branch or activity throughout the 2015/16 season. *This award is for volunteer administration roles only.*

Essential Criteria – *please supply proof, where appropriate, via either a printout from Surfguard or equivalent.*

1. Must be a current SLSA member.
2. Must be a club, branch or activity position holder, e.g. Club Secretary/Administrator, Branch Treasurer/Director of Finance, Club Registrar.

Selection Criteria (*your nomination will be judged against these criteria*).

1. Displays a high degree of professionalism whilst a member and administrator.
2. Demonstrates a wide variety of involvement in Surf Life Saving activities (detail the scope of activities and any projects undertaken throughout season [relevant to this award nomination] linking activities to Club Business Plan).
3. Actively participates in personal and professional development internally and/or externally to Surf Life Saving (potentially developing fellow club members as well).
4. Demonstrates adherence to role compliance (eg risk management planning, signed affiliation forms, annual report submitted, project plan written).
5. Demonstrates effective and efficient administration processes that showcase best practice operations or continual improvements.

Young Lifesaver of the Year (U/19)

This award recognises and rewards patrolling members who have made an outstanding contribution to the delivery and development of surf lifesaving activities. It is aimed at members who represent the culture and core values of surf lifesaving.

Essential Criteria – *please supply proof, where appropriate, via either a printout from Surfguard or equivalent.*

1. Must be a current financial member.
2. Must be aged between 15 and 19 years.
3. Must be a patrolling member (Bronze Medallion or Award holder).
4. Must be a positive role model and ambassador for the Surf Life Saving movement.

Selection Criteria (*your nomination will be judged against these criteria*).

1. Demonstrates a commitment to Surf Life Saving (provide a brief summary of their surf lifesaving background, and detail their major achievements and activities within Surf Life Saving).
2. Demonstrates a commitment to patrolling (describe their contributions to patrol duties).
3. Demonstrates a commitment to personal development and achieving outside Surf Life Saving.
4. Outlined past, present and future contributions and goals.

Branch of the Year

This award recognises the outstanding achievements and operations by an affiliated SLSNSW branch. By recognising branch initiatives and best practice, this award will reward not only the branch but the clubs and their members.

Essential Criteria – *please supply proof, where appropriate.*

1. Must be affiliated with SLSNSW.
2. Copy of the branches club endorsed strategic and/or business plan (must be submitted as part of nomination and does not form part of the 5 page limit).
3. Branch (and all clubs within the branch) have met the annual compliance requirements on time (refer [Circular 3403](#), released June 2015).

Selection Criteria (*your nomination will be judged against these criteria*).

1. Demonstrates the provision of services and additional assistance to develop and maintain the health of clubs within the branch.
2. Demonstrates adherence and promotion to the SLSNSW Lifesaving Standard Operating Procedures, and demonstrated expansion to lifesaving services and/or lifesaving initiatives.
3. Demonstrates initiatives which result in an increase in organisation of and commitment to surf sports within the branch (eg all special event applications submitted correctly and on time).
4. Demonstrates ongoing adherence to the SLSNSW Education SOPS and continuous improvement in AQTF compliance (audit report).
5. Proven engagement and support of clubs in member development opportunities delivered at club, branch, state and national levels.
6. Demonstrates best practice in surf lifesaving 'business' and/or administration (eg finance, administration, planning, compliance, governance, communication and information sharing).
7. Displays effective and open communication with clubs that utilise identified club and branch contacts and encourage positive relationships.

2015/16 AWARDS OF EXCELLENCE NOMINATION FORM

- Have you **completed nomination form** and **answered the criteria** (Arial font & minimum/10 point size)
- Have you attached a high resolution **photograph** (JPEG & minimum 2MB in size)
- Have you **identified** the nominee's **three key achievements** during the 2015/16 season
- Has the nomination form been **endorsed by club and branch**
- Have you checked all nominee details are correct (spelling of names, current email address and SLS club etc.) If unsure, please verify all personal details with nominee.

PLEASE NO HAND WRITTEN SUBMISSIONS – Including all attachments/additional information

Award Category

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Nominee Contact Details

Name of Nominee Mr/ Mrs/ Ms/Miss	
Nominee's postal address: (include postcode and state)	
Nominee's contact phone no:	
Nominee's contact email:	

Nomination Summary:

Identify the nominee's key three achievements during the 2015/16 season (Bullet pointed)
(Main points to be included in the Awards of Excellence Program)

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Criteria details:

Achievements of the applicant during the 2015/16 season

Nominee's Club Details	
Club Name (in full):	
Nominee's membership category:	
Club postal address: (include postcode and state)	
Club phone number:	
Club email address:	
Club website:	

Club Endorsement		
Name of Club:		
Name of Club representative: Mr/ Mrs/Ms/ Miss		
Club rep. position title:		
Club rep. contact phone no:		
Club rep. contact email:		
Club rep. comments:		
Club rep. signature:		Date:

Branch Endorsement		
Name of Branch:		
Name of Branch Rep: Mr/ Mrs/ Ms/Miss		
Branch rep. position title:		
Branch rep. contact phone no:		
Branch rep. contact email:		
Branch rep. comments:		
Branch rep. signature:		Date:

State Endorsement

State:

Name of State Rep:
Mr/ Mrs/ Ms/Miss

State rep. position title:

State rep. contact phone no:

State rep. contact email:

State rep. comments:

State rep. signature:

Date: