

Circular 3589

Released March 2019

2018-19 SLSNSW Awards Of Excellence

Attention: Members, Clubs and Branches

Actioned by: Members, Clubs and Branches

Date: Tuesday 12 March 2019

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Summary	<p>This circular outlines information related to the Surf Life Saving New South Wales (SLSNSW) Awards of Excellence 2018.</p> <ul style="list-style-type: none"> • Section 1 – Award Categories • Section 2 – General Conditions <p>Section 3 – Individual Award Criteria and Conditions</p>
Objective	To recognise outstanding achievements and contributions from members, clubs and branches in the 2018/19 season.
Key Strategy Ref. No.	1.4. Encourage and recognise members.
Action	Branches are to endorse and submit one nomination per category to SLSNSW by Monday 1 st July 2019.

We all know them – members who care, give up their time and want to make a difference in the organisation. The Surf Life Saving NSW Awards of Excellence celebrate the incredible people in our organisation and the impact they have on their clubs, its members and their local communities.

This year's awards will be presented at the SLSNSW Awards of Excellence function on Saturday 31st August 2019. This event will be held at Dockside, Cockle Bay Wharf, Sydney, NSW 2000.

Changes for the 2018/19 Awards

1. SLSA has updated the selection criteria for a number of the awards.
2. SLSNSW has simplified the selection criteria for all state-specific awards.
3. SLSNSW has simplified the online nomination process. It is recommended that you take one minute to click on the three (3) JotForm links and take a look at them before preparing your nominations.

Section 1 – Award Categories

SLSA Volunteer Awards *Winners will progress to the SLSA Awards of Excellence*

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SLSNSW Volunteer and Branch Awards

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SLSNSW Sport Awards

NOMINATION FORM C - <https://form.jotform.co/90637841297871>

• Masters Athlete of the Year	15
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Section 2 – General Conditions

General notes

- 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.
- These awards are orientated towards involvement and activities during the 2018/19 season, focusing on the individual's/club's contribution from the 1st July 2018 – 30th June 2019.
- SLSNSW will accept one award from each Branch, per category to ensure the process is streamlined and transparent.

Guidelines for submission

- Applicants are required to complete and submit an online nomination form **by 1 July 2019**. No nominations will be accepted via email or post.
- **Applicants must address the specific criteria for their individual** nominated award (*found in Section 3 of circular*).
- Some awards have a maximum number of pages specified within the criteria. The minimum font size for these submissions is Arial 10 point size.

Selection Process

- 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.
- Finalists from the remaining awards will be determined by a volunteer selection panel and will involve a review of applications.

SLSNSW Winners

- Winners of Awards listed in the 'SLSA Volunteer Awards' list will be nominated for the SLSA Awards of Excellence. All SLSNSW categories are aligned with SLSA selection criteria, and as such there should be no need for winners to re-do applications following the SLSNSW Awards of Excellence.
- The SLSA Awards of Excellence will be held on Saturday 9th November 2019 at the Gold Coast Conference and Events Centre, QLD.

Section 3 – Individual Award Criteria and Conditions

SLSA Volunteer Awards

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 Information – *please supply a printout from SurfGuard*

1. Current financial and proficient patrolling member of Surf Life Saving Australia
2. Surf Life Saving Australia awards/certificates held
3. Patrolling hours (rostered and achieved) for 2018/17 2017/18 and 2016/17

Selection Criteria – *please answer the selection criteria under the following headings for the period of 1st July 2018 to 30th June 2019 unless otherwise stated.*

Club / Nominator (Maximum three pages)

1. List the nominee's involvement in Surf Life Saving during the current season e.g. on the beach, off the beach, qualifications gained, training, workshops and skills developed in relation to lifesaving duties.
2. Briefly describe the nominee's history in Surf Life Saving (minimum 3 years).
3. Provide details of the nominee's achievements during the past 12 months within surf lifesaving including information about leadership roles and lifesaving achievements. Also provide if relevant information about any contributions or involvement with other community organisations that the nominee has been involved with.
4. Provide examples of how the nominee has demonstrated that they are a role model within the organisation including where they have proven themselves as an ambassador for the organisation.
5. Additional Information – optional (e.g. academic or sporting achievements)

Nominee (Maximum one page)

1. Describe current and possible future challenges in lifesaving and how they could be possibly be overcome.
2. What is your future focus / impact on the organisation?

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

Youth Surf Lifesaver of the Year

This award recognises and rewards our young members aged between 15-21 years, who have made an outstanding contribution to the delivery and development of surf lifesaving frontline services. It is aimed at active youth surf lifesavers undertaking lifesaving duties and who can be presented as an identifiable ambassador for surf lifesaving.

Essential Information – *please supply a printout from SurfGuard*

1. Current financial and proficient patrolling member of Surf Life Saving Australia
2. Surf Life Saving Australia awards/certificates held
3. Patrolling hours (rostered and achieved) for 2018/17, 2017/18 and 2016/17

Selection Criteria – *please answer the selection criteria under the following headings for the period of 1st July 2018 to 30th June 2019 unless otherwise stated.*

Club / Nominator (Maximum three pages)

1. List the nominee's involvement in Surf Life Saving during the current season e.g. on the beach, off the beach, qualifications gained, training, workshops and skills developed in relation to lifesaving duties.
2. Briefly describe the nominee's history in Surf Life Saving (minimum 3 years).
3. Provide details of the nominee's achievements during the past 12 months within surf lifesaving including information about leadership roles and lifesaving achievements. Also provide if relevant information about any contributions or involvement with other community organisations that the nominee has been involved with.
4. Provide examples of how the nominee has demonstrated that they are a role model within the organisation including where they have proven themselves as an ambassador for the organisation.
5. Additional Information – optional (e.g. academic or sporting achievements)

Nominee (Maximum one page)

1. Describe current and possible future challenges in lifesaving and how they could possibly be overcome.
2. Outline an initiative / showcase where you have championed an idea or made change.

Volunteer of the Year

This award will recognise an individual's contribution that has enhanced the development of Surf Life Saving throughout the past year. The demonstrated achievements may be in a range of different areas of a club or surf lifesaving service organisation, or who has shown demonstrated outstanding service to the organisation at large. The nominee would clearly demonstrate that they have a positive attitude and are capable of being a role model and an ambassador for the organisation.

A nominee may be a volunteer in any of the following areas of surf lifesaving, including, but not limited to:

Club activities	Branch/State/National activities
Carnivals	Training/assessing
Coaching	Organisational Leadership
Administration	Active patrolling
Junior activities	Officiating
Fundraising/Grants/Sponsor	Safeguarding

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

Essential Information – *please supply printout from SurfGuard*

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 1st July 2018 to 30th June 2019 unless stated otherwise.*

Club / Nominator (Maximum three pages)

1. Describe how the nominee has demonstrated commitment to surf lifesaving across the organisation.
2. Describe the nominee's major achievements and positions, held at Club, Branch, State and or National level (Current Season)
3. Describe a challenge the nominee has overcome that has made a significant impact or positive cultural change to their club or the organisation.
4. Describe a key change / improvement that the nominee has bought / made to their club or the organisation in the past three years.
5. Additional information – optional

Nominee (Maximum one page)

1. What gives you the greatest satisfaction in being a Volunteer in Surf Lifesaving?
2. Describe your future ambitions in the areas of Club, Branch, State/Territory, National and in the community.

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/ volunteer management
- Planning your club's future
- Recruitment

Club of the Year

The purpose of the SLSA Club of the Year is to encourage and recognise outstanding achievements in club development that results in SLSA clubs providing safer beach and aquatic environments for the community. SLSA acknowledges that clubs achieve many outstanding achievements through their members during each season, and that many of these initiatives are inspirational and different to our core business. The process to select the Club of the Year relies on two major elements that provide the critical information for the selection panel.

The Nomination

Finalists will be required to submit a nomination form providing essential information and addressing all of the selection criteria. The nomination text **MUST not exceed five (5) pages in length** (Size 10 Arial or Times font with 2cm margins all around) and should be constructed in a concise well written manner to demonstrate achievements against the criteria in the nomination form and improvement in the club's operations, benefits to the community, benefits to members, any major achievements and innovation.

Cover sheets and a number of photos/news articles/reference letters can be in addition to the five (5) pages of text.

Essential Information (addition to the nomination text)

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 club's strategic and/or operational business plan

Selection Criteria – *please answer the selection criteria under the following headings for the period of 1st July 2018 to 30th June 2019 unless stated otherwise*

The written submission should be structured to address the following questions:

1. What new initiatives, programs or events did your club implement last season that further your club's strategic objectives?
2. How does your club deliver a range of sustainability and improvement measures across areas of governance, leadership, development, community engagement (or community support initiatives), and delivery of lifesaving services?
3. How does your club support SLS 2020?
4. What are the club's plans for future development and continuous improvement?
5. What is the ONE lesson that your club can teach and share with all other SLS clubs both here in Australia and internationally?

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Athlete of the Year

The purpose of Athlete of the Year Award is to recognise and reward athletes who have demonstrated sporting excellence in Open Aged Competition, as well as contributed to the area of surf sports within surf lifesaving.

Note 1: Open aged events and representative teams are those open to members over the age of 15 years as at 30th September in a season.

Note 2: A youth aged competitor (i.e. aged 15 to 18 years as at 30 September in a season) may be nominated for both the Athlete of the Year and Youth Athlete of the Year. However, only results achieved in Open Age Events and Open Age Team representation are considered for major Athlete of the Year Award.

Essential Information – *Nominators to supply a printout from SurfGuard.*

1. Current financial member of Surf Life Saving Australia
2. The nominated athlete (teams not eligible) will be an athlete who has demonstrated outstanding achievements and excellence in their chosen disciplines in surf sports.
3. The nominated athletes will be athletes who are good ambassadors of SLSA.
4. Competitors aged 15 years and over as at midnight on the 30th September in a year may be nominated for the Athlete of the Year Award.

Note: The athlete age is calculated at midnight on the 30th September 2018.

Selection Criteria – *please answer the selection criteria under the following headings for the period of 1st July 2018 to 30th June 2019 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 an open aged 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 your most outstanding achievement for 2018/19 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 Surf Life Saving.
5. What would it mean to you to be awarded the Open Athlete of the Year?
6. Provide any supporting evidence or example of where the nominee has shown good sportsmanship and raced in the spirit of lifesaving competition.

Youth Athlete of the Year

The purpose of the Youth Athlete of the Year Award is to recognise and reward youth aged athletes who have demonstrated sporting excellence in youth and/or open competition, as well as contributed to the area of surf sports within surf lifesaving.

Note 1: Youth aged events and representative teams are those open to members over the age of 15 years and under the age of 19 years as at 30th September in a season.

Note 2: Open aged events and representative teams are those open to members over the age of 15 years as at 30th September in a season.

Note 3: Both open and youth aged achievements may be considered in selecting the Youth Athlete of the Year.

Essential Information – *Nominators to supply a printout from SurfGuard.*

1. Current financial member of Surf Life Saving Australia
2. The nominated athlete (teams not eligible) will be an athlete who has demonstrated outstanding achievements and excellence in their chosen disciplines in surf sports.
3. The nominated athletes will be athletes who are good ambassadors of SLSA.
4. Youth athletes are categorised as those 15-18 years of age.

Note: The athlete age is calculated at midnight on the 30th September 2018.

Selection Criteria – *please answer the selection criteria under the following headings for the period of 1st July 2018 to 30th June 2019 unless stated otherwise.*

1. Major competitions or competition series - Detail specific achievements outlining major results in youth and/or open aged events (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 youth or open aged 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 your most outstanding achievement for 2018/19 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 Youth Athlete of the Year?
6. Provide any supporting evidence or example of where the nominee has shown good sportsmanship and raced in the spirit of life saving competition.

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 Information (based on the following areas) – *Nominators to supply a printout from SurfGuard.*

Coaching within Surf Life Saving

1. Must be an SLSA current financial member
2. Must be a current accredited surf sports coach throughout the 2018/19 season (attach a current copy of coaching certificate to nomination form)
3. The nominated coach can be a surf coach of any discipline of surf lifesaving competition

Athlete's performance

1. 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.
2. 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

1. 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 1st July 2018 to 30th June 2019 unless stated otherwise.*

Coaching within Surf Life Saving

1. List the coaching positions that the nominee has held, (state whether paid or volunteer) please include club/branch/ state or territory/ national positions, including any teams and/or high performance programs.
2. List any significant innovations or achievements made by the nominee in the current season.

Athlete's performance

1. 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.
2. Outline and give examples of ways in which the nominee encourages the development of their athletes outside of sport.

Coach education

1. List the coaching clinics/conferences/courses that the nominee has presented at or facilitated at a club/branch/state or territory Interstate, and national or international level. Please list the date, location, number of participants and type of involvement.
2. Please list any relevant additional information.

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 Information - *please supply a printout from SurfGuard.*

1. Must be an SLSA current financial member
2. Must be a current accredited surf sports official throughout the 2018/19 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 1st July 2018 to 30th June 2019 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 or territory/ national and international positions including high performance programs and competition series.
2. List the officiating clinics/conferences/courses that the nominee presented or facilitated at a club/ branch/state or territory, and national or international level. Please list the date, location, number of participants and type of involvement.
3. List any significant innovations or achievements made by the nominee in the 2018/19 season.
4. Outline any areas within the surf club/branch/state or territory center where the nominee has made an important contribution to SLS.
5. 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 Information – *please supply a printout from SurfGuard.*

1. Must be an SLSA current financial member
2. Must hold the SLSA Assessor's certificate or SLSWA equivalent.

Selection Criteria – *please answer the selection criteria under the following headings for the period of 1st July 2018 to 30th June 2019 unless stated otherwise.*

1. List the major achievements and positions, relevant to assessing, held at local, regional and state level.
2. List the conferences attended and any participation in professional development relating to education.
3. Outline the outstanding contribution and commitment to surf lifesaving assessing duties.
4. Describe the contribution to continuous improvement of assessment processes and tools (e.g. participation on review panels, improvement requests submitted).
5. Outline any future plans for assessing in the areas of club, branch and state.
6. Outline any area within your SLS club/ branch/ state or territory centre where the nominee has made an important contribution to SLS.
7. 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 Information

Please supply evidence, where appropriate, via either a printout from SurfGuard or equivalent

1. Must be a current financial Surf Life Saving Australia member.
2. Must hold the SLSA Training officer's certificate

Selection Criteria

Please answer the selection criteria under the following headings for the period of 1st July 2018 to 30th June 2019 unless stated otherwise.

1. Outstanding contribution and commitment to surf lifesaving training duties.
2. Attended conferences and participated in professional development relating to education.
3. Contributed 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 where the nominee has made an important contribution to Surf Life Saving.
7. Any relevant additional information.

Community Education Program of the Year

This award recognises and rewards activities which have significantly worked towards saving lives, creating great Australians and building better communities.

Selection Criteria

Please answer the selection criteria under the following headings for the period of 1st July 2018 to 30th June 2019 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 program 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?

Innovation Award

The innovation award is given to person or group in recognition of any development of equipment, procedures, or other innovation that in the opinion of the selection panel will improve any facet of Surf Life Saving Australia.

Essential Criteria

1. Must be developed and delivered by current financial member(s) (potentially in conjunction with an external body/sponsor).
2. The innovation 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 innovation and its components (e.g. you cannot claim to own an innovation that has been developed by another person/club or branch).

Selection Criteria

Please answer the selection criteria under the following headings for the period of 1st July 2018 to 30th June 2019 unless stated otherwise.

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

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

SLSNSW Volunteer and Branch Awards

All nominees must be SLSA financial members (or affiliated organisations) of Surf Life Saving NSW. Nominations should focus on activities during the 2018/19 Surf Life Saving season.

If you are unsure of whether to nominate someone or want to talk through your nomination, contact a SLSNSW Manager or Director for further support.

Youth Volunteer of Year

An impressive Member under the age of 21 who has made a difference through their volunteering efforts.

Patrol Captain of the Year

A Patrol Captain who is passionate about improving the service their patrol offers to the community, or the experience it offers to members.

Patrol of the Year

An exemplary Patrol that is a shining example of what a patrol should do (the service it provides), and how it should do it (the behaviour and attitude of its members).

Facilitator of the Year

A Facilitator who encourages members to engage in training or assessing, is passionate about building the skills of others, and consistently delivers a positive learning experience.

Administrator of the Year

An Administrator who consistently goes the extra mile to make the lives of other members easier, or to make the services and programs delivered by the club run smoother.

Branch of the Year

A Branch which demonstrates commitment to improving the experience of its members, and to delivering tailored support to its clubs to enable them to overcome challenges.

Services Team of the Year

An outstanding team who have made a positive impact in Surf Life Saving or the community through their volunteer services.

How to apply

Complete the [online nomination form](#) and answer the three questions below (*with each answer no more than 200 words*).

1. What has been achieved?
2. Why and how it has made a difference?
3. Who has benefited?

When showcasing the members' achievements, you may want to consider the questions below to boost the quality of your nomination...

- Have they done something in response to an identified need or problem?
- Have they done something new or different to achieve results?
- Have they inspired others to think or to do things differently?
- Have they had to overcome any challenges to make a difference or achieve success?
- Do they model positive and supportive attitudes, behaviours and actions?

SLSNSW Sport Awards

Surf Sports Team of the Year

An exemplary Surf Sports Team that has achieved notable success.

Masters Athlete of the Year

An Athlete over the age of 30 who has achieved sporting excellence.

How to apply

Complete the [online nomination form](#) and answer the questions listed below (*with each answer no more than 200 words*).

1. How have they achieved sporting excellence? What were their results at major competitions (e.g. state, national, international)? For Masters Athlete of the Year, have they been part of a club representative team and if so, how did they contribute to the success of that team?

How are they a positive role model and ambassador for Surf Life Saving? How do they contribute to broader lifesaving activities and engage with other members (including juniors)?