**CIRCULAR**

**Title: Surf Life Saving SA Awards of Excellence 2017**

**Document ID: C17113**

**Department: Member Recognition | Awards of Excellence**

**Audience: Presidents, Board, SSAC/LSAC/LDAC Chairpersons, Club Administrators, Club Captains, SLSSA Staff**

**Date: 20 February 2017**

**2018 Awards of Excellence**

Nominations are now open for the 2018 Surf Life Saving SA Awards of Excellence:

The purpose of these awards is to recognise and reward members who have made an outstanding contribution to the delivery and development of Surf Lifesaving activities.

**Applications close on the Monday 29th May 2018 and must be received by COB.**

**Nominations for Life Membership and Hall of Fame must be submitted no later than Friday 25th May 2018.**

**Nominations for Meritorious must be submitted no later than Friday 25th May 2018.**

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**Note:** Junior Surf Lifesaver of the Year and Nipper Parent of the Year circular will be send out separately. Presentation will be included at the Red & Yellow Ball Saturday, 19th August 2018.

**Selection Period:**

It should be noted that these awards are orientated towards involvement and activities during the 2017-18 season (1/7/17 – 30/6/18). Past contribution (3 years) and planned future contribution are also considered but must be clearly indicated what they are from the earlier time period.

**Guidelines for Submission:**

1. Nominations should be submitted on the Surf Life Saving SA nomination form (do not use the National form). “No hand written applications”

**Note:** If you are unable to access the PDF file please request a Microsoft Word version.

1. Nominationswill be considered by the Awards and Recognition Committee; in most cases the committee’s decision will be based on written applications alone, therefore it is imperative all question of the application are answered. However, in the case of further information being required to select a winner, short-listed candidates may be contacted by a SLSSA staff member or volunteer for further information or may be required to attend an interview at a date and time which will be negotiated and advised.
2. Applications are to include a digital profile image of themselves for the individual awards or Club/Group for Club of the Year and Community Education Programs of the Year via email or USB (JPEG & minimum 2MB in size)
3. State winners will be presented at the Surf Life Saving SA Red and Yellow Ball on Saturday 19th August 2018.
4. *\*Winners of relevant awards will be put forward as SA’s nominee for the National Award. Nominees may be required to attend an interview with the Awards and Recognition committee to provide additional information to further develop their applications for National level.*

**Submission:**

Nominations can be submitted in the following formats:

In person: delivered to Surf Central, 2 Barcoo Rd, West Beach

Email: [reception@surflifesavingsa.com.au](mailto:reception@surflifesavingsa.com.au)

Post: PO Box 117, West Beach, SA 5024

NB. Posted applications must be received prior to 5.00 pm Monday 29th May

***(Late submissions will not be considered.)***

**Further information:**

All enquiries are to be directed to Lorraine Hodgkiss

P:08 8354 6900

E: [reception@surflifesavingsa.com.au](mailto:reception@surflifesavingsa.com.au)

**AWARDS CRITERIA AND CONDITIONS**

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| **MERITORIOUS AWARDS** |

**Overview**

Meritorious Awards are awarded to affiliated clubs and/or their members and/or the public for outstanding deeds of bravery performed during lifesaving operations of Surf Life Saving Australia (SLSA) (during and outside of designated patrol hours).

**Nomination Guidelines**

The following documents are required with each nomination:

- The application for Commendation or Meritorious Award Form

- The SLSSA Incident Report Form

- Other supporting statements – Police, Ambulance and/or witness statements

- Information or reports of rescues are also welcome from media agencies

Please note that all forms must be filled in correctly. SLSSA will not accept forms that are incomplete or incorrect. Any forms lacking the mandatory detail will be returned to be completed and will require re-submission.

**Categories**

**Meritorious Awards - Individual or Group/Club are divided into three grades, as follows:**

**Silver Medallion**

* Very high level of risk to rescuer combined with optimal application of skills and supporting systems. Outcome for patient/s without rescue attempt = Definite fatality.

**Bronze Medallion**

* High level of risk to rescuer combined with very good application of skills and supporting systems.
* Outcome for patient/s without rescue attempt = High chance of a fatality.

**Certificate of Merit**

* Moderate level of risk to rescuer combined with good application of skills and supporting systems.
* Outcome for patient/s without rescue attempt = Serious injury/possibility of a fatality

The Group or Club Award is issued for rescues of exceptional merit, in which a group of members are involved and where no individuals can be singled out for an award.

**Commendation**

Commendations recognise outstanding team work, rescue skills, rescue management, individual displays of initiative and resourcefulness, and well conducted rescue activity (e.g. first aid, resuscitation, IRB rescues, board and tube rescues etc.) by members of SLSA. This recognition award includes rescues or application of lifesaving skills by club members in exceptional circumstances on or off the beach, e.g. resuscitation of a person struck by lightning.

This award is presented to lifesavers involved in exceptional rescues. After consideration, a Commendation may be awarded to an individual or group, club or service.

**Note:** Rescues can occur at any time - on and off duty and at any location.

**MERITORIOS AWARD NOMINATION FORM**

Nominee’s details:

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| --- |
| First Name: Click or tap here to enter text. Last Name: Click or tap here to enter text. |
| Member ID: Click or tap here to enter text. |
| Club: Click or tap here to enter text. |
| Gender: M  F  Date of Birth: Click or tap here to enter text. |
| Residential/Postal Address:  Click or tap here to enter text. |
| Point of Contact: Click or tap here to enter text. |
| Email Address: Click or tap here to enter text. |
| Day Time Phone Number: Click or tap here to enter text. |

**DETAIL IF INCIDENT**

|  |  |
| --- | --- |
| Date: Click or tap to enter a date. | Time: Click or tap here to enter text.  AM PM |

|  |  |
| --- | --- |
| Weather Conditions | Wind: Nil Slight Moderate Strong |
| Seas:  Calm  Chop  Moderate  Rough |
| Wave:  0.5m-1.5m  1.5m-2m  2.5m-3m  5m + |
| Visibility:  Poor  Moderate  Good  (Poor, dark or thick fog. Moderate, dawn/dusk or light fog. Good, clear and well lit) |
| Brief Summary of incident:  Click or tap here to enter text. | |
| Involvement of nominee: | Click or tap here to enter text. |
| Equipment used: | Click or tap here to enter text. |
| Outcome: | Click or tap here to enter text. |

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| --- | --- | --- |
| **CLUB ENDORSEMENT** | | |
| Club Name: | Click or tap here to enter text. | |
| Name of Club Representative | Click or tap here to enter text. | |
| Club rep position: | Click or tap here to enter text. | |
| Club rep contact no: | Click or tap here to enter text. | |
| Club rep email: | Click or tap here to enter text. | |
| Club rep comments: | Click or tap here to enter text. | |
| Club rep signature |  | Click or tap to enter a date. |

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| **AWARDS AND RECOGNITION COMMITTEE ENDORSEMENT** | | |
| Name of Committee Representative: | Click or tap here to enter text. | |
| Committee rep position: | Click or tap here to enter text. | |
| Committee rep contact no: | Click or tap here to enter text. | |
| Committee rep email: | Click or tap here to enter text. | |
| Committee rep comments: | Click or tap here to enter text. | |
| Committee rep signature |  | Click or tap to enter a date. |

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| **STATE ENDORSEMENT** | | |
| Name of State Representative | Click or tap here to enter text. | |
| State rep position: | Click or tap here to enter text. | |
| State rep contact no: | Click or tap here to enter text. | |
| State rep email: | Click or tap here to enter text. | |
| State rep comments: | Click or tap here to enter text. | |
| State rep signature |  | Click or tap to enter a date. |

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| **HALL OF FAME** |

**OVERVIEW**

Nominations are now being accepted for past and present surf lifesaving members to be recognised in the Surf Life Saving South Australia Hall of Fame. Successful nominees will be inducted at the 2018 SLSSA Awards of Excellence.

**BACKGROUND**

Surf Life Saving South Australia Inc. (SLSSA) is developing an interpretive area at “Surf Central” to preserve surf lifesaving’s place in South Australian history, and to honour surf lifesaving’s rich and proud heritage. The SLSSA Honour Board will form part of this display and will feature a Hall of Fame section recognising the achievements and efforts of members of the movement.

**APPLICATION ELIGIBILITY**

Only current or past individual members of SLSSA are eligible for induction into the SLSSA Hall of Fame (Note: that nominations may be for eligible individual members or for teams of eligible members).

Nominations not endorsed may only be re-submitted for consideration after a period of two (2) years. Clubs should note that a standard has been set for inductees into the SLSSA Hall of Fame.

**WHO CAN NOMINATE**

Nominations to the Hall of Fame may only be made by:

a. Affiliated clubs

b. Surf Life Saving SA staff

c. Surf Life Saving SA Board Members

The nominations MUST be completed on the appropriate form, and be endorsed by one of the above persons. Nominations must be accompanied by a photo of sufficient quality (preferred 2MB or larger) and a conclusive history (maximum two pages) covering the service and outstanding or pioneering achievements to SLSSA which address the criteria.

**CATEGORIES**

Nominations should be in one of the following categories, mirroring those of Surf Life Saving Australia:

***Surf Lifesaving***

This category recognises those who have been involved in all facets of surf lifesaving operations.

Examples are active patrolling, training and examination, rescue services and general support activities involved in beach patrols, search and rescue, and surveillance.

***Surf Lifesaving – Administration***

This category recognises those involved in the purely administrative aspects of surf lifesaving.

Examples are, but not limited to, Club secretaries and treasurers. This category also includes surf sports officials.

***Surf lifesaving - Sport***

This category recognises those who have excelled in lifesaving sports and/or the coaching and training associated with lifesaving sports.

**CRITERIA**

The following criteria are to be addressed in each nomination:

* Nominations may only be for one category. However, evidence supporting the nomination covering activities relevant to the other categories should be provided and will be taken into consideration. It is important that the complete career of the nominee is put forward to allow a total assessment. The achievements must have been inspirational in application to surf lifesaving activities.
* Nominees are to be in good standing with SLSSA. Controversy should be avoided. Persons charged with using performance-enhancing drugs, for example, or who have been found guilty of criminal offences (whether connected with SLSSA or not) should not be nominated.
* Nominations should draw names from a broad range of members or teams who have been, or are currently: - Office holders and administrators - Patrolling members - Rescue Services groups - Examiners - Competitors - Competitive Teams - Competition Officials - Coaches - Advisors (e.g.; medical)

Nominations must clearly demonstrate that individuals or teams have:

* Displayed exceptional service to surf lifesaving in the specific category
* Achieved outstanding individual or team accomplishments which sets the individual or team apart from other surf lifesavers or teams
* Displayed sustained excellence over a long period of time to the category for which they are nominated.

**NUMBER OF NOMINEES**

Nominations for the SLSSA Hall of Fame will only be considered once each year and there is no limit to the number of nominees inducted into the Hall of Fame each year. Surf Life Saving South Australia recognises the prestigious nature of this award and will consider applications appropriately.

**ASSESSMENT AND NOTIFICATION PROCEDURE**

Assessment will be conducted by the Awards and Recognition Committee, under the criteria as outlined above. The Chairperson will submit the nominations together with the Committee’s recommendations to the SLSSA Board for decision. The decision of the SLSSA Board will be final. All successful nominees will be advised in writing of their endorsement by the SLSSA Board and induction arrangements into the Hall of Fame.

**TIMING AND PRESENTATION**

Induction into the SLSSA Hall of Fame will take place annually at an appropriate date, time and location to be determined by SLSSA each year. In 2018, inductions will be made at the SLSSA Awards of Excellence in August.

**HALL OF FAME NOMINATION FORM**

Nominees details

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| First Name: Click or tap here to enter text. Last Name: Click or tap here to enter text. |
| Member ID: Click or tap here to enter text. |
| Club: Click or tap here to enter text. |
| Gender: M  F  Date of Birth: Click or tap here to enter text. |
| Deceased – Y  N |
| Residential/Postal Address:  Click or tap here to enter text. |
| Point of Contact: Click or tap here to enter text. |
| Email Address: Click or tap here to enter text. |
| Day Time Phone Number: Click or tap here to enter text. |

Family’s Details

In the situation where a Hall of Fame inductee is deceased, Surf Life Saving SA would like to present the Hall of Fame award to the inductee’s closest living relative. If available, please list the details of this relative so that Surf Life Saving SA can contact them.

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| --- |
| First Name: Click or tap here to enter text. Last Name: Click or tap here to enter text. |
| Relationship to Inductee: Click or tap here to enter text. |
| Residential/Postal Address:  Click or tap here to enter text. |
| Point of Contact: Click or tap here to enter text. |
| Email Address: Click or tap here to enter text. |
| Day Time Phone Number: Click or tap here to enter text. |

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| **Surf Lifesaving** |  | **Surf Lifesaving – Administration** |  | **Surf Lifesaving - Sports** |  |

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| --- | --- | --- | --- | --- |
| **Period nominated for:** | **1906 – 1910** | **1911 – 1920** | **1921 – 1930** | **1931 – 1940** |
| **1941 – 1950** | **1951 – 1960** | **1961 – 1970** | **1971 – 1980** |
| **1981 – 1990** | **1991 – 2000** | **2001 – 2010** | **2011 – Present** |

|  |  |  |
| --- | --- | --- |
| **Has a photo been attached of the nominee?** | **Yes** | **No** |
| **Has a conclusive history of the nominee been attached?** | **Yes** | **No** |
| **Has a 20-30 second video been sent to State Centre?** | **Yes** | **No** |
| **Briefly describe the achievements of the nominee:**  Click or tap here to enter text. | | |

|  |  |  |
| --- | --- | --- |
| Club Endorsement | Position | Signature |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

|  |  |  |
| --- | --- | --- |
| Awards & Recognition Endorsement | Position | Signature |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

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| --- | --- | --- |
| Board/CEO Endorsement | Name | Signature |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

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| **LIFE MEMBERSHIP** |

**OVERVIEW**

Surf Life Saving South Australia recognises those individual members who voluntarily rendered a distinguished, sustained and conspicuous service to SLSSA over a period of at least (15) years.

**CRITERIA**

To be considered for Life Membership of SLSSA, the nominee must be a member of SLSSA. A member who has rendered distinguished voluntary service for SLSSA. The distinguished nature of this service is a key feature and requires evidence both sustained service and conspicuous contribution to SLSSA, outlining the nominee’s contribution towards the development of lifesaving in South Australia.

**ASSESSMENT AND NOTIFICATION PROCEDURE**

Assessment will be conducted by the Awards and Recognition Committee, under the criteria as outlined above. The Chairperson will submit the nominations together with the Committee’s recommendations to the SLSSA State Council for endorsement. All successful nominees will be advised in writing of their endorsement by the SLSSA State Council.

\**Clause 5.3.a of Surf Life Saving SA Constitution: The State Council may appoint an individual as a Life Member of SLSSA who, in the absolute discretion of the State Council, has rendered distinguished or special service to a Club, Surf Life Saving SA or Surf Life Saving Australia*

**TIMING AND PRESENTATION**

Life Membership will take place annually at an appropriate date, time and location to be determined by SLSSA each year. In 2018, Life Memberships will be presented at the SLSSA Awards of Excellence in August.

**NOTE:** A list of roles that an individual has held is insufficient in demonstrating the significance of that individual’s service. SLSSA Awards and Recognition committee may return a nomination to the proposer for further details if it feels that a lack of detail may be prejudicial for the nominee.

**LIFE MEMBERSHIP NOMINATION FORM**

Nominee details

|  |
| --- |
| First Name: Click or tap here to enter text. Last Name: Click or tap here to enter text. |
| Member ID: Click or tap here to enter text. |
| Club: Click or tap here to enter text. |
| Gender: M  F  Date of Birth: Click or tap here to enter text. |
| Years of Service: Click or tap here to enter text. |
| Residential/Postal Address:  Click or tap here to enter text. |
| Point of Contact: Click or tap here to enter text. |
| Email Address: Click or tap here to enter text. |
| Day Time Phone Number: Click or tap here to enter text. |

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| Nominee’s Club | From (Year) | To (Year) |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

Record of Service - Club

|  |  |  |  |
| --- | --- | --- | --- |
| Achievement/Role | From | To | Details |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
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How are these achievements distinguished / significant / sustained?

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| Click or tap here to enter text. |

Record of service – State Level

|  |  |  |  |
| --- | --- | --- | --- |
| Achievement/Role | From | To | Details |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
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How are these achievements distinguished / significant / sustained?

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| **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 evidence, where appropriate, via either a printout from Surfguard or equivalent

1. Current financial and proficient patrolling member
2. Surf Life Saving awards/certificates held
3. Community awards/certificates held
4. Patrolling hours (rostered and achieved) for 2017/18, 2016/17 and 2015/16

**Selection Criteria** – please answer the selection criteria under the following headings for the period of 1st July 2017 to 30th June 2018 unless otherwise stated.

**Club/Nominator**

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 any other relevant information about 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. Why is the nominee worthy of the award (maximum 200 words)
6. Additional Information – optional (e.g. academic or sporting achievements)

**Nominee**

1. What is your single greatest achievement in SLS in the past three (3) years and what lasting impact has it left.
2. Describe current and possible future challenges in lifesaving and how they could possibly be overcome.

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| **YOUTH 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 evidence, where appropriate, via either a printout from Surf guard or equivalent*

1. Current financial and proficient patrolling 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 2017/18, 2016/17 and 2015/16

**Selection Criteria** *– please answer the selection criteria under the following headings for the period of 1st July 2017 to 30th June 2018 unless otherwise stated.*

**Club / Nominator**

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 any other relevant information about 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. Why is the nominee worthy of the award (maximum 200 words)
6. Additional Information – optional (e.g. academic or sporting achievements)

**Nominee**

1. What is your single greatest achievement in SLS in the past three (3) years and what lasting impact has it left.
2. Describe current and possible future challenges in lifesaving and how they could possibly be overcome.

**National Interview (SLSSA Surf Life Saver and Youth Life Saver of the Year Winners only)**

An interview will be conducted **via Skype (Youth Only)** with national finalists to share their personal experience relating to SLSA and the organisation. All finalists will be provided with the opportunity to review the interview questions 10 minutes prior to their interview. All finalists are to speak on the following topic for three (3) minutes at the end of the interview (without any aides – includes notes, props, palm cards etc.). Please be available for a Skype interview during the **3rd - 14th September 2018.**

*  What gives you the greatest satisfaction in Lifesaving and why?

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| **VOLUNTEER OF THE YEAR** |

This award will recognise an individual’s contribution that has enhanced the development of SLS 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/Sponsors | |

**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 Information** *– please supply evidence, 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 1st July 2017 to 30th June 2018 unless stated otherwise*.

**Club / Nominator**

1. Describer 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 and or State level (Current Season)
3. Describe a challenge the nominee has overcome that has made a significant difference 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. Why is the nominee worthy of the award (maximum 200 words)
6. Additional information – optional

**Nominee**

1. What is your single greatest achievement in SLS in the past three (3) years, and what lasting impact has it left.
2. Describe current and possible future challenges in surf lifesaving and how they could possibly be overcome.

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| **CLUB OF THE YEAR** |

The purpose of the SLSSA Club of the Year is to encourage and recognise outstanding achievements in club development that results in SLSSA clubs providing safer beach and aquatic environments for the community. SLSSA 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 provides 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** and should be constructed in a concise well written manner 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.

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 South 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 1st July 2017 to 30th June 2018 unless stated otherwise*

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

1. How does your club implement and nurture a culture of continuous improvement?
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?

**National Presentation (SLSSA Club of the Year winner only)**

To assist the panel in their selection, finalists for Club of the Year will be required to prepare a presentation on the Clubs successes as related to the criteria of the award. Finalists will be required to present approximately one (1) day prior to the Awards of Excellence. Each club presentation will be given 20 minutes total to present, followed by up to 30 minutes of questions and discussions from the panel. All questions will be in relation to the submission **AND** the presentation. Each club presenting on the day can have up to **three (3)** people presenting, SLSA does not specify who should present, however we recommend using club member/s that will best represent your club. Each presenter will have access to a data projector and PC laptop and all presentations should be brought on a memory stick.

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| **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 2017/18.

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 Information** *– Nominators to supply proof, where appropriate, via either a printout from Surfguard or equivalent*

1. Employed as a Lifeguard by the Australian Lifeguard Service during the 2016-17 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).

**NOTE:** It would be preferable that nominees not hold a supervisor’s positions.

**Selection Criteria** *– Nominators to provide responses to the selection criteria below for the period of 1st July 2017 to 30th June 2018*

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

**Note:** Nominations are made by the Lifesaving department only.

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| **OPEN AGE & YOUTH ATHLETES OF THE YEAR** |

The purpose of these awards are to recognise and reward both the Open age group and Youth athletes who have demonstrated sporting excellence as well as contributed to the area of surf sports within surf lifesaving.

***\*If there are insufficient applications received by the due date, the Surf Sport department can put through Nominations where they see fit.***

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

1. Must be a Surf Life Saving Australia 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.
5. Open age group athletes are categorized as those 19 years plus, including Masters.

**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 2017 to 30th June 2018 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 2017/18 season and why?
4. Outline any areas within your surf Club/ State or Nationally 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.

**\*Please note these are two separate age category awards\***

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| **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.

***\*If there are insufficient applications received by the due date, the Surf Sport department can put through Nominations where they see fit.***

**Essential Information** (based on the following areas) *– Nominators to 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 2017/18 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**

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 2017 to 30th June 2018 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

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| **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.

***\*If there are insufficient applications received by the due date, the Surf Sport department can put through Nominations where they see fit.***

**Essential Information** - *please supply evidence, where appropriate, via either a printout from Surfguard or equivalent*

1. Must be a Surf Life Saving Australia member and in good standing.
2. Must be a current accredited surf sports official throughout the 2017/18 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 2017 to 30th June 2018 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 2017/18 season.
4. Outline any areas within the surf Club/ State or Nationally where the nominee has made an important contribution to SLS.
5. Any relevant additional information.

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| **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.

***\*If there are insufficient applications received by the due date, the Education and Training department can put through Nominations where they see fit.***

**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 Assessor’s certificate.

**Selection Criteria** *– please answer the selection criteria under the following headings for the period of 1st July 2017 to 30th June 2018 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. Contributed to the continuous improvement of assessment processes and tools (e.g. 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/ State or Nationally where the nominee has made an important contribution to SLS.
7. Any relevant additional information.

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| **TRAINER OF THE YEAR** |

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

***\*If there are insufficient applications received by the due date, the Education and Training department can put through Nominations where they see fit.***

**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 2017 to 30th June 2018 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
4. (e.g. participation on review panels, improvement requests submitted.)
5. Major achievements and positions, relevant to training at local, regional and state level.
6. Future plans for training in the areas of Club, Branch and State.
7. Outline any area within your surf Club / State or Nationally where the nominee has made an important contribution to SLS.
8. Any relevant additional information.

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| **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.

***\*If there are insufficient applications received by the due date, Surf Life Saving SA can put through Nominations where they see fit.***

**Selection Criteria** *– please answer the selection criteria under the following headings for the period of 1st July 2017 to 30th June 2018 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?

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| **INNOVATION AWARD** |

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

**Essential Criteria**– *please supply evidence, 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** *– please answer the selection criteria under the following headings for the period of 1 July 2017 to 30 June 2018 unless stated otherwise.*

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.*

**NOMINATION FORM**

Have you **completed the nomination form** and **answered the criteria** (Arial font /min 10 point size)

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

Have you attached a **high resolution profile photograph** (JPEG and minimum 2MB in size)

Have you attached a **high resolution video,** nominee in action on the beach/at the club (20 sec max)

Have you **identified** the nominee’s **three key achievements** during the 2017/18 season

Have you had your applicants club **endorse the nomination** and sent to State Centre

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 the nominee.

**Award Category:**

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| Click or tap here to enter text. |

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| **Nominee Contact Details** | |
| Name of Nominee  Mr/Mrs/Ms/Miss | Click or tap here to enter text. |
| Nominee’s postal address:  (including postcode and state) | Click or tap here to enter text. |
| Nominee’s contact number  (during the day and after hours) | Click or tap here to enter text. |
| Nominee’s contact email: | Click or tap here to enter text. |
| Nominee’s Club: | Click or tap here to enter text. |
| Nominee’s Club Address: | Click or tap here to enter text. |
| Nominee’s Club Contact details:  (include phone and email) | Click or tap here to enter text. |

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| **Nomination Summary:**  Identify the nominee’s key three achievements during the 2017/2018 season (bullet pointed) |
| Click or tap here to enter text. |

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| **Criteria details:**  Achievements of the applicant during the 2017/2018 season: |
| Click or tap here to enter text. |

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| --- | --- | --- |
| **CLUB ENDORSEMENT** | | |
| Club Name: | Click or tap here to enter text. | |
| Name of Club Representative | Click or tap here to enter text. | |
| Club rep position: | Click or tap here to enter text. | |
| Club rep contact no: | Click or tap here to enter text. | |
| Club rep email: | Click or tap here to enter text. | |
| Club rep comments: | Click or tap here to enter text. | |
| Club rep signature |  | Click or tap to enter a date. |

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| **AWARDS AND RECOGNITION COMMITTEE ENDORSEMENT** | | |
| Name of Committee Representative: | Click or tap here to enter text. | |
| Committee rep position: | Click or tap here to enter text. | |
| Committee rep contact no: | Click or tap here to enter text. | |
| Committee rep email: | Click or tap here to enter text. | |
| Committee rep comments: | Click or tap here to enter text. | |
| Committee rep signature |  | Click or tap to enter a date. |

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| **STATE ENDORSEMENT** | | |
| Name of State Representative | Click or tap here to enter text. | |
| State rep position: | Click or tap here to enter text. | |
| State rep contact no: | Click or tap here to enter text. | |
| State rep email: | Click or tap here to enter text. | |
| State rep comments: | Click or tap here to enter text. | |
| State rep signature |  | Click or tap to enter a date. |