



## Surf Life Saving Australia – Circular



December 2008



# 2009 NATIONAL RECOGNITION AWARDS

<b>Document id</b> 49/08-09	<b>Audience</b> Education, IRB, Lifesaving, Club Volunteers, Presidents, Secretaries, Coaches, Officials, Competitors, Assessors and Trainers.
<b>Department</b> Lifesaving, Surf Sports and Development	

### Summary

This circular announces the launch of the National Recognition Awards for 2009.

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 across nine areas. Applications for each award closes on the 30<sup>th</sup> January 2009.

### IN BRIEF:

This circular contains information about the 2008 National Recognition Awards for nominees and selection panels:

- Section 1 – Award Categories and General Conditions
- Section 2 – Individual Award Criteria and Conditions
- Section 3 – Nomination form

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## SECTION 1 – AWARD CATEGORIES AND GENERAL CONDITIONS

### AWARD CATEGORIES

#### Major Awards:

- Volunteer of the year
- Lifesaver of the year
- Club of the year

#### Recognition Awards:

- Lifeguard of the year
- Athlete of the year
- Coach of the year
- Official of the year
- Trainer of the year
- Assessor of the year



## GENERAL CONDITIONS

### Application closing dates:

Branches (NSW and QLD): Friday 30<sup>th</sup> January, 2009  
State and Territory Centres: Friday 6<sup>th</sup> February 2009  
SLSA: Friday 6<sup>th</sup> March, 2009

### Selection Period:

These awards are orientated towards involvement and activities during the 2008 calendar year. The most important area for selection is the individual's/club's contribution from the 1<sup>st</sup> January - 31<sup>st</sup> December 2008.

### Organisation Employees:

Paid employees at any level may apply for the awards listed (except for Volunteer of the year where paid service will not count and Lifesaver of the Year, where paid frontline service delivery is recognised in the Lifeguard of the Year award). Voluntary contribution will be weighted more heavily than paid service.

### Guidelines for submission:

1. Applicants are required to complete and submit a nomination form.
  - This nomination form can be found in section three of this circular.
  - Attached to the nomination form applicants are to address the specific selection criteria for the award they are applying for.
2. Applicants must address the selection criteria for their individual nominated award. This is to be submitted together with the nomination form
  - Individual selection criteria can be found in section two of this circular
  - Please list each selection criteria as a heading with your response typed under each section

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

#### 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.

#### 2008 Contribution

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

#### Future Contribution

Applicants will identify future commitments and ambitions to surf lifesaving

3. Applicants are to include a digital image of themselves for the individual awards or the club logo for 'Club of the Year' on a CD. This will assist in award presentations if the applicant is successful.
4. Complete nominations are to be sent to respective branch or state/territory centres by the closing date stated above.

### Selection Process:

1. Upon receipt of completed nominations, state/territory centres will consider all nominations and determine a state/territory 'winner'.
2. State/territory winners will be forwarded onto SLSA for consideration for the national award.
3. Winners of all state/territory 'Major Awards' will be required to attend an interview during the Australian Surf Lifesaving Championships. A presentation will be required during this interview. The panel will select a winner from both a review of the application and the interview.



4. Winners of all state/territory 'Recognition Awards' will be selected by a panel and will involve a review of applications and possibly a teleconference interview.

#### **Presentation of Awards:**

The national winner of each award (both major and recognition awards) will attend the Awards of Excellence Night at the 2009 Australian Surf Lifesaving Championships, Scarborough Beach, Perth, Western Australia.

For those winners who are NOT already attending the 2008 Australian Surf Lifesaving Championships and/or live outside a 150km radius of the Scarborough (WA) area, the cost for attendance will be covered by SLSA. SLSA will book flights and accommodation for these attendees.

For winners not already attending the championships, the costs that SLSA will cover include one return airfare, accommodation specifically associated with the interview process (for major award winners only), awards and dinner night.

For winners who are already attending the 2009 Australian Surf Lifesaving Championships, SLSA will reimburse out of pocket expenses up to \$100 for accommodation and \$150 for transport. It is the applicant's responsibility to provide SLSA with an invoice of these expenses.

#### **Further information:**

Further enquires should be directed to state/territory centres or to the National Lifesaving Development Officer at Surf Life Saving Australia:  
Bree Corbett - [bcorbett@slsa.asn.au](mailto:bcorbett@slsa.asn.au) - (02) 9300 4000

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## **SECTION 2 – SPECIFIC AWARD CRITERIA AND CONDITIONS**

### **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 1st January to 31st December in the years of 2008, 2007, 2006
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 1st January 2008 to 31<sup>st</sup> December 2008 unless stated otherwise.*

1. Describe your contribution to surf lifesaving patrol duties
2. Describe how you have demonstrated commitment to public safety
3. Describe and detail 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 2 years prior to 1st January 2008.
7. Additional information



## Interview

An interview at the 2009 Australian Championships will be conducted with the State finalists on knowledge of Surf Life Saving Australia 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
- State Activities
- Branch 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 1st January 2008 to 31<sup>st</sup> December 2008 unless stated otherwise.*

1. Describe your contribution to surf lifesaving, at any level in one or more areas of the organization.
2. Describe how you have demonstrated commitment to surf lifesaving across the organisation.
3. Describe and detail major achievements and positions, held at club, branch, state & Australian level
4. Describe 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 2 years prior to 1st January 2008.
7. Additional information

## Interview

An interview at the 2009 Australian Championships will be conducted with the state/territory finalists on knowledge of Surf Life Saving Australia 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 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.

### Essential Information

1. Evidence that the club is a current accredited 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

1. Clubs will demonstrate the use of a systematic improvement program that focuses on two or more of the following: Leadership; Planning; People; Member Focus; Overall Performance. These areas are taken from the Australian Sports Commission's Club Development Network checklist.
2. Clubs will demonstrate engagement of members in club operations, resulting in improved morale and retention.
3. Clubs will evidence achievements that support SLSA's Saving Lives in the Water Strategic Management Plan
4. Clubs will demonstrate extended partnerships with external stakeholders.
5. Clubs will demonstrate strategies where it has focussed on engaging with the local community.
6. Clubs demonstrate improved lifesaving services.
7. Clubs should demonstrate how they have accessed a continuous improvement programs such as the Australian Sports Commissions Club Development Network (go to [www.ausport.gov.au/clubs](http://www.ausport.gov.au/clubs)).
8. Clubs should identify the clubs plans for future development and continuous improvement.
9. Submissions should be no more than 20 pages in length.

### Presentation

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.

One representative of the club would be invited to give this presentation. A second presenter would also be able to assist if requested, however SLSA will only cover the travel and accommodation costs of one presenter.

## 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.

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

1. Currently employed with the Australian Lifeguard Service
2. Surf Life Saving Australia Awards/Certificates Held
3. Community Awards/Certificates held (where applicable)
4. Lifeguard hours (rostered and achieved) for 1st January to 31st December in the years of 2008, 2007, 2006
5. Befitting the image of an Australian Lifeguard

**Selection Criteria** – *please answer the selection criteria for the period of 1st January 2008 to 31st December 2008 unless stated otherwise.*

1. Describe your contribution to surf lifesaving active Lifeguard duties
2. Describe how you have demonstrated commitment to public safety



3. Describe and detail major achievements and positions, relevant to lifeguard services, held at local, regional, state and Australian level
4. Describe future life guard ambitions in the areas of local, regional, state, Australia, and in the community
5. Describe current and possible future challenges in Lifeguard duties and how they could possibly be overcome
6. Describe major achievements to lifeguard active duties for the 2 years prior to 1st January 2008.
7. 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

1. Must be an SLSA member
2. The nominated athlete will be one 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

**Selection Criteria** - please answer the selection criteria for the period of 1st January 2008 to 31st December 2008 unless stated otherwise

1. Representative Teams -Detail specific occasions where the nominee has been a member of a major (state or national) representative team outlining the team and event name. Also include any details of the success of the team and any placing both in individual or team events they achieved.
2. Major Competitions - Detail specific achievements outlining any medal places (including team events) at major competitions or e.g. state, national and international club championships – please include event names, carnival and placing
3. Outline other achievements or activities within your surf club/ branch/ state centre/ nationally where you consider the nominee has made a contribution including any positions that may have been held
4. Outline any personal development or other sports activities or achievements outside SLSA
5. Outline what you consider to be the nominee's most outstanding achievement for 2008 and why
6. 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

1. Must be an SLSA member
2. Must be a current accredited surf sports coach throughout the 2008 calendar year
3. The nominated coach must be a surf coach of any discipline of Surf Lifesaving competition
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.
6. It will need to be demonstrated that the nominated coach is involved with coach education

**Selection Criteria** - please answer the selection criteria for the period of 1st January 2008 to 31st December 2008 unless stated otherwise

1. Representative Teams - List the coaching positions that the nominee has held, please include Branch/ State/ National positions, including high performance programs.
2. 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



3. Outline and give examples of ways in which the nominee encourages the development of their athletes outside of sport
4. Outline what you consider to be the nominee's most outstanding achievement in 2008 and why
5. 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
6. 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
7. List any Sports Conferences, coaching workshops or accredited courses that the nominee has attended – listing the date, location and name
8. Outline other Coaching Activities or achievements outside SLSA that the nominee is involved with or positions held
9. List any outstanding qualities or innovations e.g. Tertiary coaching qualifications or if the nominee coaches another sport
10. Outline any area within your surf club/ branch/ state centre where the nominee has made an important contribution to SLSA.
11. 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 Criteria

1. Must be an SLSA member
2. Must be a current accredited surf sports official throughout the 2008 calendar year
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 for the period of 1st January 2008 to 31st December 2008*

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.
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 e.g. Surf Coach Magazine or another recognised sport
5. Outline other Sports Officiating activities or achievements outside SLSA
6. Outline what you consider to be the nominee's most outstanding achievement in 2008 and why
7. List any significant innovations or achievements in 2008 (e.g. relevant tertiary studies) either within or outside of SLSA.
8. Outline any areas within your surf club/ branch/ state centre where the nominee has made an important contribution to SLSA.



## 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. Assessor's certificate
3. Community awards/certificates held (where applicable)

**Selection Criteria** – *please answer the selection criteria for the period of 1st January 2008 to 31st December 2008 unless stated otherwise.*

1. Outstanding contribution to surf lifesaving assessing duties.
2. Conferences attended and professional development participated in relating to assessment.
3. Contribution to development of new assessment processes and tools (eg: participation on review panels, improvement requests submitted to SLSA).
4. Major achievements and positions, relevant to assessing, held at local, regional and state level.
5. Future assessing ambitions in the areas of club, branch and state
6. Additional information

## Trainer of the Year

This award recognises and rewards trainers 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. Training officer's certificate
3. Community awards/certificates held (where applicable)

**Selection Criteria** – *please answer the selection criteria for the period of 1st January 2008 to 31st December 2008 unless stated otherwise.*

1. Contribution to surf lifesaving training duties.
2. Conferences attended and professional development participated in relating to training.
3. Contribution to development of new training resources (eg: participation on review panels, improvement requests submitted to SLSA).
4. Major achievements and positions, relevant to training, held at local, regional and state level.
5. Future training ambitions in the areas of club, branch and state
6. Additional information



## 2009 NATIONAL RECOGNITION AWARDS

### NOMINATION FORM

- ✓ Please complete ALL fields on the nomination form using clear print in blue or black pen
- ✓ Please attach the nomination form with the completed selection criteria to your branch or state/territory centre by the due date in the circular.
- ✓ Selection criteria should be typed using black Ariel font and minimum 10 point size.

Award Category:

Applicant Contact Details	
Name of Applicant: Mr./ Mrs./ Miss.	
Applicant's postal address: (please include postcode and state)	
Applicant's contact phone no:	
Applicant's contact email:	

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



## NOMINATION FORM: ENDORSEMENTS

✓ The applicant is responsible for completing the club endorsements section only.

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

Branch Endorsements (NSW and QLD only)	
Name of Branch:	
Name of Branch Rep.: Mr./ Mrs./ Miss.	
Branch rep. position title:	
Branch rep. contact phone no:	
Branch rep. contact email:	
Branch rep. comments:	
Branch rep. signature:	

State Endorsements	
State:	
Name of State Rep: Mr./ Mrs./ Miss.	
State rep. position title:	
State rep. contact phone no:	
State rep. contact email:	
State rep. comments:	
State rep. signature:	