



CIRCULAR

< 12th May 2011 >

ID: C11001
TO: Presidents, Secretaries, Captains
FROM: Mrs Elaine K Farmer, OAM, JP
SUBJECT: **2010/11 STATE AND NATIONAL RECOGNITION AWARDS**

This circular contains the details of the National Recognition Awards for season 2010/11. These same awards will form the basis of the State Awards to be presented at the SLSSA Awards of Excellence to be held at the Port Noarlunga SLSC on Sunday 17th July.

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 close on Friday 24th June 2011 for SLSSA consideration. SLSSA will then on-forward the State winner nomination for consideration for the national award.

This circular contains information regarding:

- 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:

- Surf Lifesaver of the year
- Volunteer 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

The South Australian nominations for all of the above awards will be judged by various selection panels from within SLSSA. The State winners will then be the SA representatives in the national awards.



General Conditions

Application closing dates:

CLOSE AT THE SLSSA OFFICE AT 5PM ON FRIDAY 24TH JUNE 2011.

Selection Period:

These awards are orientated towards involvement and activities during the 2010/11 season. The most important area for selection is the individual's/Club's contribution from the 1st July 2010 – 31st May 2011.

Organisation Employees:

Paid employees at any level may apply for the awards listed with the exception of 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.
2. Applicants must **address as many of the selection criteria** for their individual nominated award.
 - This is to be submitted on a separate sheet attached to 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.
 - Please complete using Arial font and a minimum 10 point size.
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.
4. Complete nominations are to be sent SLSSA by **Friday 24th June 2011**.

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

1. 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.
2. 2010/11 Contribution
This is the **single most important area of assessment** and the judges will rely heavily on information placed on your nomination form, selection criteria and endorsements by the **club/state**.
3. Future Contribution
Applicants will identify future commitments and ambitions to surf lifesaving



Selection Process

1. Upon receipt of completed nominations, SLSSA will consider nominations and determine the State 'winner'.
2. State winners will be forwarded onto SLSA for consideration for the national award.
3. Winners of all state 'Major Awards', presented to for consideration for National awards will be required to attend an interview. This interview will be staged the day before the Awards of Excellence (Friday 7th October) at a venue TBA in Sydney. 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 'Recognition Awards' will be selected by a panel and will involve a review of applications and possibly a teleconference interview.

Presentation of Awards

Awards will be announced and presented at:

SLSSA AWARDS OF EXCELLENCE, SUNDAY 17TH JULY, PORT NOARLUNGA SLSC

The National Awards of Excellence evening is on Saturday 8th October 2011 at the Sydney Convention Centre in conjunction with the proposed SLSA National Conference. In recognition of their achievements all national finalists are encouraged to attend the SLSA Awards of Excellence.

Further information:

Further enquiries should be directed to SLSSA via Sally Pallett at sally.pallett@surfrescue.com.au or on 8354 6900.

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 2010/11, 2009/10 and 2008/09 seasons.
5. Befitting the image of an Australian Surf Life Saver

Selection Criteria – *please answer the selection criteria under the following headings for the period of 1st July 2010 to 31st May 2011 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 and Australian level
4. Describe future lifesaving ambitions in the areas of Club, Branch, State, Australia, and the community
5. Describe current and possible future challenges in active Surf Lifesaving duties and how they could possibly be overcome
6. Describe major achievements to surf lifesaving patrol duties for the two years prior to the 2010/11 season
7. Additional information

Interviews for the national award

An interview 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
- Administration
- 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 July 2010 to 31st May 2011 unless stated otherwise.*

1. Describe your contribution to surf lifesaving, at any level in one or more areas of the organisation
2. Describe how you have demonstrated commitment to surf lifesaving across the organisation
3. Describe and detail major achievements and positions, held at Club, Branch, state and 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 two years prior to the 2010/11 season.
7. Additional information

Interviews for the national award

An interview 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 – *please answer the selection criteria under the following headings for the period of 1st July 2010 to 31st May 2011 unless stated otherwise.*

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), or like program.
8. Clubs should identify 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 may assist if requested.

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 2010/11.

Nominees for this award are nominated by the state Lifeguard Manager or equivalent.

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

- Employment standing
- Valuable contribution
- Commitment to public safety
- Achievement
- Work ethic

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

1. Employed by the Australian Lifeguard Service during the 2010/11 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)
5. Befitting the image of an Australian Lifeguard Service employee

Selection Criteria – *nominators to provide responses to the selection criteria below for the period of 1st July 2010 to 31st May 2011.*

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

Nominee interview questions – *nominees may be asked questions by the national selection panel to assist in the selection of the winner, these may include:*

1. Describe a situation where you went 'beyond the call of duty'
2. What would it mean to you to be Lifeguard of the Year?
3. Describe your future lifeguard ambitions
4. How could you use your role as state LOTY to the advantage of your lifeguard service?

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 under the following headings for the period of 1st July 2010 to 31st May 2011 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/ 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 2010/11 season 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 2010/11 season.
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 other related areas such as coach education

Selection Criteria – *please answer the selection criteria under the following headings for the period of 1st July 2010 to 31st May 2011 unless stated otherwise.*

1. Representative Teams - List the coaching positions that the nominee has held, please include 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 2010/11 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, 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/ 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 2010/11 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 other related areas such as official’s education

Selection Criteria – *please answer the selection criteria under the following headings for the period of 1 July 2010 to 31 May 2011 unless stated otherwise.*

1. Major Roles/positions - List the major Officiating Roles/positions (e.g. Referee) that the nominee has held, please include 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, 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 2010/11 season and why
7. List any significant innovations or achievements in 2010/11 season (e.g. relevant tertiary studies) either within or outside of SLSA.
8. Outline any areas within your surf club/ 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 under the following headings for the period of 1st July 2010 to 31st May 2011 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 under the following headings for the period of 1st July 2010 to 31st May 2011 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



NOMINATION FORM:

Please complete ALL fields on this nomination form. **Also complete a separate sheet addressing as many of the selection criteria detailed in section 2 above as possible** and submit to SLSSA - Attention Sally Pallett

- Email; sally.pallett@surfrescue.com.au
- PO Box 108 Torrensville SA 5031
- 219 Henley Beach Road, Torrensville

Selection criteria should be typed using black Arial font and minimum 10 point size.

Ensure a digital photograph of the nominee or Club logo for 'Club of the Year' is attached to the nomination.

Award Category: _____

Name of Nominee:
Nominee's postal address: (include postcode and state) :
Nominee's contact phone number:
Nominee's contact email:

Nominee's Club Details

Club Name (in full):
Club postal address: (include postcode and state)
Club phone number:
Club email address:
Club website:



Nomination Summary: Identify the nominee's key three achievements during the 2010/11 season (in dot points)

Completed Selection Criteria

Applicants must address as many of the selection criteria for their individual nominated award as detailed in section 2 as possible. This is to be on a separate sheet and then attached to this Nomination Form.

Please list each selection criteria as a heading with your response typed under each section.

CLUB ENDORSEMENT (to be completed by Club prior to submission to SLSSA)

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:



STATE ENDORSEMENTS (to be completed by State if appropriate)

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