

Selection criteria and process

Eligibility criteria

Nominees must show they:

- are part of the club/association committee of management
- work on an entirely voluntary basis and have done so for the 12 months prior to nomination
- the nomination is supported by at least one member of the current management committee and have provided documentary evidence to substantiate meeting the selection criteria, such things as letters of thanks, supporting evidence from current administrators of the club/association, publications depicting the nominee's position within the club/association.

The nomination process for Tasmanian Tennis Award

- The winners of the State Award for the Volunteer Achievement Award (or equivalent) will become the nominee for the National Award for Volunteer Achievement Award.
- States that do not have an award or awards night – the relevant MA staff will use the below criteria to nominate a candidate for the Volunteer Achievement Award.

Selection criteria

The selection panel will give consideration to the following in assessing and comparing nominations:

- the type and success of programs promoted, the level of increased community awareness and participation levels;
- examples demonstrating the leadership qualities shown in building and/or maintaining facilities and/or operating procedures.
- evidence of time spent in the club and how that benefits the club, community and the sport
- the contribution to making Tennis a welcoming and inclusive environment eg. in the area of delivering more active players
- have made a considerable contribution to the sport, specifically in the area of delivering more active players;

Supporting Documentation

The selection panel will give consideration to the following in assessing and comparing nominations:

- Endorsement (written or verbal) to be provided by executive committee, operating committee, working party, or advisory body;
- Documentary evidence to substantiate meeting the selection criteria, such things as letters of thanks, supporting evidence from current administrators of the club/association, publications depicting the nominee's position within the club/association.

All decisions in relation to the Volunteer Achievement Award (including any questions in relation to eligibility) will be determined by the selection panel in its absolute discretion. All decisions are final, and no correspondence will be entered into.



Timeline

Date	Action	Notes
Monday 16 July 2018	Nominations open	Nomination forms and criteria sent out
Friday 31 August 2018	Nominations close	Nominations close 5pm
Friday 7 September 2018	Finalist notified	
Saturday 22 – Sunday 23 September 2018	Tennis Tasmania awards weekend	Awards presentation Saturday 22 September 2018, Burnie Tennis Club
Monday 1 October 2018	Nominations due to TA	The award period is as per the MA award period: <ol style="list-style-type: none"> 1. National award nominees will be the winner of the <u>2018</u> State award 2. MA's are to confidentially advise TA of award winners (and provide details) prior to state award night if this night falls after 1 October. 3. If the MA does not have a State Award, the MA is to nominate a candidate for each category based on the criteria. 4. MA's to provide high res image of award winner to TA
Friday 19 October 2018	TA Selection Panel announces finalists	Selection Panels for each award to confirm finalist from state award nominees
Monday 26 November 2018	Newcombe Medal Awards Night	

Requirements of award recipients

The successful recipient will be required to fulfill the following items upon reasonable request:

- participate in marketing and promotional activities in the 12 months following the award; and
- prepare an article for the Australian Tennis Magazine. Tennis Australia will provide editorial assistance.