

Club Person of the Year Policy

Purpose

This document sets out the procedure for awarding of Club Person of the Year for the Darebin Women's Sports Club (the Club).

The Club Person of the Year Award is intended to be an award of distinction to recognise significant, meritorious, or exceptional volunteer service made by individuals to the Club in any given year.

It is important to celebrate the contributions of volunteers and recognise their hard work and dedication to the club. The Club could not operate without extensive support from our committed volunteers every year.

Eligibility

1. Suitability

When considering any nomination, the following will be taken into account:

- the general attitude and demeanour of the nominee so that it reflects a dedication to the values of the Club;
- a demonstrated commitment to the principles of good sportspersonship; and
- a history of conduct that has consistently reflected positively upon the Club.

2. Length of Service

A nominee for a Club Person of the Year must have demonstrated a significant, sustained or high quality of volunteer service during the year in which the award is given.

The emphasis should usually be on the quality of the service rather than the volume of hours contributed, however in general it would be expected that the hours of volunteer time have been significant across at least one whole season of a particular sport.

3. Nature of Service

A nominee for Club Person of the Year should have at least a season of volunteer service to the Club.

Nominees are entitled to have their contribution to the Club as a player be given due consideration for demonstrating commitment to the Club, however Club Person of the Year is awarded for outstanding volunteer service, not sporting prowess.

Examples of services which may be considered include:

- Significant volunteer contribution in an official role such as coaching, support crew, committee.
- Dedication and reliability across a lengthy period of volunteering supporting the club with logistical or administrative support.
- Innovation and/or impact of volunteer contribution such as to substantially improve or distinguish the club.
- Leadership qualities in some or many areas of the Club, including managing and recruiting other volunteers.
- Contributing to the enhancement, growth or sustainability of the Club in a significant way

- Significant contribution to the advancement of the purposes of the Club (in accordance with the Constitution)

It is not necessary for all the above examples to be satisfied, and this list may not encompass all scenarios that could demonstrate outstanding volunteer service.

Nominations Process

1. Who can nominate

Any current Member of the Club may nominate any volunteer for Club Person of the Year.

2. How to make a nomination

Nominations for Club Person of the Year must be forwarded in writing to the Club Secretary and should include the reasons for putting forward the Nominee for Club Person of the Year, referencing the eligibility listed in this policy.

Nominations should be received by the Secretary no later than 31 August usually, or other such time as the Board may determine. Nominations are confidential to the Board and the nominator/s.

3. Reviewing nominations

Once the nomination period has ended, the club will review all the nominations and narrow down the list of candidates to a smaller group of finalists. This can be done by a committee or a group of club leaders. Typically, this would include Board representatives from all sports. This group will be appointed each year as needed and be responsible for making a final recommendation to the Board.

4. Board appointment

The final recommendation shall be discussed and considered at the next Board meeting of the Club.

If the nomination is supported by a majority of the Board, then the nomination is successful, and the nominee is designated to be awarded Club Person of the Year.

If the nomination is not supported, for any reason, this will be communicated to the nominator with the written outcome and a statement of reasons.

5. Number of nominations

In general, a maximum of only one Club Person of the Year would be appointed each year. The Club recognises that exceptional circumstances may arise. It will then be at the discretion of the Board as to how many are appointed.

6. Awarding of Club Person of the Year

Club Person of the Year will be awarded at the next significant club event such as the season presentation evening or Annual General Meeting.

Evaluation

This process should be reviewed annually.