bowls victoria

Volunteer of the Year Award 2016

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Volunteers – who are they?

Volunteers are the people who make our sport tick and they're the heart and soul of Victoria's 524 clubs. They are often the unsung heroes that deserve more recognition.

Volunteers are the people who; organize our club activities, cater for our events, prepare our greens, coach our bowlers, take the minutes at meetings, run the bar, umpire matches, maintain the gardens, and the list goes on and on.

Acknowledging our Volunteers

Bowls is a sport that heavily relies on the services of volunteers, and it's not unreasonable to say that clubs, and the sport as a whole, couldn't survive without them.

In 2015, Bowls Victoria launched the Volunteer of the Year awards and they are back in 2016 to help recognize the outstanding contributions volunteers make to our clubs each and every day of the year.

How will this be done?

Clubs nominate a Club Volunteer of the Year

Every club in Victoria has the opportunity to nominate one volunteer from their club for the Club Volunteer of the Year. A nomination form will be provided for clubs to use, a club may nominate one Club Volunteer of the Year and this nomination must be endorsed by the Club Secretary or President.

Clubs must complete the **Club Volunteer of the Year – Nomination Form** and submit this to their Region prior to 30 June 2016.

Regions select their Region Club Volunteer of the Year

After collecting nominations from all of their clubs, Regions must then decide the Club Volunteer of the Year from within their Region.

Regions must forward their selection to Bowls Victoria prior to 31 August 2016.

Regions are encouraged to honor all of the Club Volunteers of the Year within their Region at a suitable Region event; this also provides a great opportunity for local media promotion.

Bowls Victoria Volunteer of the Year Awards at the BV AGM

After collecting nominations from all sixteen Regions, the Bowls Victoria Awards Committee will review the sixteen Region Club Volunteers of the Year and provide a shortlist to the Bowls Victoria Board of Directors who will then decide the winner.

All Region Club Volunteers of the Year will be invited to the Bowls Victoria Annual General Meeting on Thursday 20 October 2016. Region winners will be presented with their awards and the announcement of the Bowls Victoria Volunteer of the Year will also take place.

Key Dates

- Clubs nominate Club Volunteer of the Year to their Region, **30th June 2016.**
- Regions notify Bowls Victoria of Region Club Volunteer of the Year, **31 August 2016**.
- Bowls Victoria Volunteer of the Year Award Winner announced at Bowls Victoria Annual General Meeting, **20th October 2016**.

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What do the Clubs need to do?

Clubs nominate their Club Volunteer of the Year

Every club in Victoria has the opportunity to nominate one volunteer from their club for the Club Volunteer of the Year.

A nomination form will be provided for clubs to use asking the club to list the activities their nominee has participated in as a volunteer, and how they have contributed to the sport through their involvement.

Although Bowls Victoria recognizes that many volunteers have contributed to their clubs over a number of years, this award is specifically for the work a volunteer has done within the last 12 months, and this work during this period should be highlighted within the nomination.

A club may nominate one Club Volunteer of the Year and this nomination must be endorsed by the Club Secretary or President.

Clubs must complete the **Club Volunteer of the Year – Nomination Form** and submit this to their Region prior to 30 June 2016.

What does the Region need to do?

Promotion

Clubs will be encouraged to nominate their Club Volunteer of the Year and submit this nomination to the Region, via Region Secretaries, prior to 30 June 2016.

Bowls Victoria will be providing broad promotion of the program through direct email to Club CCO's, and through the Bowls Victoria website, e-newsletter Heads Up and through our social media channels. However any assistance the Region can provide to promote the initiative would be greatly appreciated.

Selecting a Region Club Volunteer of the Year

The key role Regions will need to play as part of the award program will be collecting nominations from within their Region, and selecting a winner.

- Clubs will be provided with information and a nomination form, which they will then submit to their Region prior to 30 June 2016.
- For a nomination to be eligible it must be submitted by a Club within the Region and the nomination must be endorsed by that Club's Secretary or President.
- It is then the role of the Region Committee to select the Club Volunteer of the Year nomination from within their Region. E.g. the selected Club Volunteer of the Year from within the Ovens & Murray Bowls Region will become the Ovens & Murray Club Volunteer of the Year.
- In the case where there are Divisions within a Region, clubs will still be encouraged to forward their nominations directly to the Region, via the Region Secretary.
- **Please note:** a Region cannot nominate additional volunteers, or award the Region Club Volunteer of the Year to someone who had not been nominated.

Regions will then be required to forward on a copy of the successful Region Club Volunteer of the Year to Bowls Victoria. This will be done by forwarding a copy of the original Club nomination form prior to 31 August 2016.

Celebrating Club Volunteers of the Year within the Regions

The Volunteer of the Year Award provides each Region a great opportunity to celebrate the work of volunteers within their Region. Bowls Victoria encourages Regions to recognize individual Club winners at a suitable Region event; whether it is a Region meeting, Region event or a specific day to celebrate volunteers in the Region.

Bowls Victoria, upon request, can provide Regions with certificates for each club's winner to present at such an event, at the Regions discretion. Should a Region wish to access these certificates, Bowls Victoria must be notified the full name, and club of these volunteers prior to 31 August 2016.

Club Volunteer of the Year

Nominee Name .....

Club .....

Postal Address .....

Suburb/Town ..... State ..... Postcode .....

Home Phone Number .....

Mobile Number .....

Email Address .....

Nominee's .....

Nominating Club .....

Secretary Name .....

Email Address .....

Home Phone Number .....

Mobile Number .....

Club Secretary Signature .....

Criteria

List the Club events or activitites/events the nominee has participated in as a volunteer at their club:

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Supporting statement that the nominee has volunteered to the 'good of bowls'.

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Further information to support the nomination:

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Additional pages and images can be attached to this application, limit of three pages.

Nominations must be received by June 30, 2016 at 4.30pm.

Club nominations must be forwarded to your Region.

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Club Nomination Form