

Swimming Wellington Policies - Events

Title: Service and Performance Awards

Number: 305



Approved – 27/07/2021

Review - annually

Purpose

To constitute an Awards Committee responsible for recommending service and performance awards, and to confirm the criteria for service and performance awards.

Policy overview

The region wants to recognise and celebrate significant contributions of members and other significant stakeholders to swimming in the Swimming Wellington region through both service and performance awards on an annual basis. This policy covers the structures and processes to be used to achieve these outcomes.

AWARDS COMMITTEE

Purpose

- The Awards Committee is responsible for recommending to the Swimming Wellington Board recipients of service and performance awards.

Composition and election

- Swimming Wellington will have an Awards Committee made up of three members. Where possible, at least one member should be a Life Member.
- One Awards Committee Member will retire by rotation each year at the Swimming Wellington AGM and is eligible for re-election.
- Members of the Awards Committee will (subject to the filling of vacancies in this policy) be elected by Swimming Wellington members.
- If there are no nominations for a vacant position on the Awards Committee, then that vacancy will be filled by the appointment of a nominee of the Board.

Awards process

- All nominations for Swimming Wellington service and performance awards shall be made to the Awards Committee no later than 30 September in each year in the manner prescribed in the announcement calling for nominations.

- Nominations for service or performance awards may be made by the Board, a Member Club, an individual Member or the Awards Committee itself and shall set out (as applicable) the nominee's contribution to swimming in the Swimming Wellington region, or the nominee's performance(s), in support of such nomination.
- The Awards Committee will:
 - (a) receive and consider all nominations for Swimming Wellington service and performance awards;
 - (b) after having considered nominations, make recommendations to the Swimming Wellington Board of recipients of service and performance awards.
- The Awards Committee must keep all nominations and supporting information confidential.

AWARDS EVENT

- Swimming Wellington will hold an awards event in November or December of each calendar year, covering the period from 1 October in the previous year to 30 September in that calendar year.
- The awards event will celebrate the performance and achievements of swimmers, coaches, officials and volunteers from the Swimming Wellington region and acknowledge the achievement of service awards.

SERVICE AWARD CRITERIA

- A person is eligible for a service award if they have demonstrated an outstanding commitment and contribution to swimming in the Wellington region over a sustained period of time.
- The guiding criteria are:
 - (a) provided service to Swimming Wellington and/or a Swimming Wellington member club for 4 continuous years or 5 interrupted years; or
 - (b) has provided services to swimming in the Swimming Wellington region for 4 continuous years or 5 interrupted years; and
 - (c) has made a demonstrable positive impact to the development and support of the sport of swimming, above and beyond what could be reasonably expected as part of their role.

HONOURS AWARD CRITERIA

- A person is eligible for an honours award if they have received a service award and have continued to give outstanding service to swimming in the Swimming Wellington region for a further five years, or less at the discretion of the Committee and with agreement of the Board.

LIFE MEMBERSHIP CRITERIA

- A person is eligible for Life Membership for extended outstanding and exceptional service to swimming in the Swimming Wellington region over and above that required for a services award and honours award, for example:
 - (a) exceptional length of service to Swimming Wellington and/or a Member Club(s);
 - (b) demonstrating initiative and innovation that makes a significant, positive, and sustained difference to swimming in the Swimming Wellington region, and/or nationally
 - (c) exceptional contribution to swimming in the Swimming Wellington region over and above what could be reasonably expected as part of their role.
- A Life Member shall not, unless otherwise qualified, have the right to vote on matters before Swimming Wellington, but shall have the right to speak and to move and second motions.

PERFORMANCE AWARDS

- The Awards Committee will consider, and recommend to the Swimming Wellington Board, recipients of performance-based awards for the period from 1 October in the previous year to 30 September in that calendar year.
- The performance-based awards must include:
 - Junior Coach of the Year
 - National Age Group Coach of the Year
 - Opens Coach of the Year
 - Volunteer Coach of the Year
 - Best Performance of the Year
 - Para Swimmer of the Year
 - Junior Swimmer of the Year
 - Age Group Swimmer of the Year
 - Open Water Swimmer of the Year
- The performance-based awards may include:
 - Overall Coach of the Year
 - Selectors Trophy for most Wellington records broken (swimmers 13 years and older)
 - Overall Swimmer of the Year

- Volunteer Coach of the Year
- Club Contributor of the Year
- Club of the Year
- Any other awards as recommended by the Awards Committee and approved by the Board of Swimming Wellington