



Surf Life Saving Sydney Inc.

Established October 1907

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TO: Presidents and Secretaries,

FROM: Keith Grima

Director of Administration

CC: SLSS BOM

SUBJECT: Surf Life Saving Sydney Premier Club

Surf Life Saving Sydney is proud to announce the formation of a new recognition award for Clubs, the "Surf Life Saving Sydney Premier Club" that will recognise and reward our highest achieving Club annually.

This award will sit alongside the annual Surf Life Saving Sydney Club point score recognition award, now known as the "Surf Life Saving Sydney Club pointscore".

Details of this new award are as follows:

OUTLINE

This award recognises and rewards outstanding achievements in club development that results in Surf Life Saving clubs in Sydney providing safer beach and aquatic environments for the community.

PURPOSE

The purpose of the award is to:

- Recognise excellence and Club performance
- Encourage clubs to widen their breadth of excellence
- Align the award with the SLSS strategic goals and with SLNSW and SLSA Club of the Year award

IMPLEMENTATION

To assist clubs in preparing the key documentation for nominating for this award, a workshop will be run in late February 2016. SLSS will advise when this will be held so that each Club can provide representation. SLSS has prepared a number of templates (attached) to also assist clubs in the preparation of nominations.

The key documents are:

- A Business plan (template attached)
- The nomination form
- Any other key documents and evidence of achievement.

GUIDELINES FOR SUBMISSION

1. Clubs are required to complete and submit a nomination form.
2. Clubs must address the specific criteria for the award:
 - Selection criteria for each award can be found on the following pages
 - List each selection criteria as a heading with your response typed under each section
 - Complete using Arial Font and minimum 10 point size.
 - No hand written submissions (inclusive of all attachments and additional information)
 - Maximum five (5) pages
3. Complete nominations are to be forwarded to Surf Life Saving Sydney by 1 May 2015.

Affiliated Clubs

Garie Era Burning Palms
Wanda Elouera North Cronulla Cronulla
Clovelly Coogee Maroubra South Maroubra
North Bondi Bondi Tamarama Bronte



SELECTION CRITERIA OVERVIEW

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

1. 2015/2016 Contribution

This is the single most important area of assessment and the judges will rely heavily on information placed on your nomination form and the selection criteria.

2. Past contribution

The judging panel 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.

3. Future Contribution

Applicants will identify future commitments and ambitions to surf lifesaving.

SELECTION PROCESS

Recommended Selection Process at Branch

1. Upon receipt of completed nominations, branches will consider all nominations and determine one branch 'winner' for each award category

2. Branch winners will be forwarded to SLSNSW for consideration for the state award

3. Select finalists for the award will be required to participate in a telephone interview, details of which will be available following the close of nominations. The selection panel will determine a winner from both a review of the application and the telephone interview.

SELECTION CRITERIA

Essential Information – please supply proof, where appropriate, via either a printout from Surfguard or equivalent:

1. Evidence that the club is a current affiliated 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

5. Selection Criteria – please answer the selection criteria under the following headings for the period of 1 July 2015 to 30 June 2016 unless stated otherwise (or as close as possible to those dates).

5a. Clubs should demonstrate how they have accessed and implemented a continuous improvement program such as the ASC Club Development Resources, State Department of Sport and Recreation club improvement program, an SLS improvement program or another identified improvement program

5b. Clubs will further demonstrate the use of a systematic improvement program that focuses on two or more of the following: Leadership; Planning; People; Member Focus or Overall Performance.

5c. Clubs will evidence achievements that support the SLSS Strategic Plan.

5d. Clubs will demonstrate improved lifesaving services and engagement of members in club operations, resulting in improved morale and retention.

5e. Clubs will demonstrate extended partnerships with external stakeholders and/or demonstrate strategies focusing on engaging the local community.

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6. Clubs should identify plans for future development and continuous improvement.

7. What would it mean to you to be Club of the Year?

8. Submissions should be no more than 20 pages in length.

The Branch winner may be required to prepare a 20 minute presentation to the SLSNSW or National selection panel on the clubs successes as related to the criteria of the award, please refer to the SLSNSW / SLSA Awards of Excellence Circular for more information.

Attached:

SLSS Strategic Plan Template

SLSS Club of Year Nomination Template 20151021.draft

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