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# Netball in WA Service Award Policy

# **NETBALL IN WA**

## **SERVICE AWARD POLICY**

### **Purpose**

The awarding of the SERVICE AWARD to Netball in WA is in recognition of the significant, sustained and lasting contribution to netball by an individual in Western Australia at various levels over a sustained period of time.

It should be acknowledged that Life Membership is the highest honour available for netball in Western Australia. There are individuals who will not meet the eligibility criteria for Life Membership (which is a recognition of service to Netball WA) but have provided service to netball as a sport across Western Australia. This Service Award will recognise that contribution.

It should be noted that a recipient of the Service Award may go on to become eligible for Life Membership at some time in the future.

### **Criteria**

Significant, sustained and lasting contribution is defined as the importance and quality of work or service consistently initiated, performed or undertaken for netball in WA by a member over a period of time.

### **Areas of Service**

The nominee may be a volunteer or a staff member who undertakes voluntary service above and beyond their paid service.

## Time of Service

- A minimum of thirty (30) years-service to netball in WA is required before being eligible to be considered for a Service Award;
- The intermittent contribution by a nominee over several periods of time may be taken into account when assessing a nomination;
- The Service Award may be awarded posthumously;
- The Netball WA Board reserves the right to determine if a Service Award can be awarded to a nominee who has provided less than the minimum number of years of service.

## Endorsement

- In the first year, up to five Service Awards will be endorsed and awarded. The following year, three and in subsequent years a maximum of two nominations may be endorsed and awarded in any one year.
- If there are more than the required nominations that meet the Service Award Criteria in any one-year, the Board may choose to carry the nomination over to the following year or provide feedback to the nominator to re-submit an updated application the following year.
- The most outstanding nominations received each year that meet the criteria will receive the Service Award.

## Procedure for Nomination and Announcement

- The Netball WA Board will invite Associations and Members to nominate candidate/s for this award.
- Candidate/s must be a current registered financial member of Netball WA (or a previously registered member if being nominated posthumously).
- The completed nomination form and all supporting information and documentation to be returned to Garry Chandler, Acting Chief Executive Officer – [garry.chandler@netballwa.com.au](mailto:garry.chandler@netballwa.com.au) by the date specified by Netball WA. Late or hand written nominations will not be considered.

- Confirmation of receipt of this nomination will be forwarded to the Association or Member.
- The Netball WA Award & Recognition Committee will review all nominations received to ensure each nomination meets the criteria and, if appropriate, put forward such nomination for recommendation to the Board.
- The Netball WA Board will review all recommendations received and will endorse the recommendations for awarding the Service Award.
- Confirmation of the Service Award will be forwarded to the Association after the announcement.
- The announcement and formal presentation of the Service Award will be made at either the Annual General Meeting of Netball WA or the Association Championships or a suitable significant event where the recipient's peers will be present. Travel costs associated with attendance at the presentation will be negotiated on an individual basis.

## **Supporting Information & Documentation**

Nominations stating why a nominee should be considered for a Service Award must include detailed reasons for, and examples of, the nominee's service and contributions. This information **must** explain how the nominated individual has made a significant, sustained and lasting contribution to Netball in WA. This service is considered to have been above and beyond that which would be expected in the normal function of their duties and for a substantial period of time.

This information may include any of the following:

- Outstanding achievements which have had a positive effect on Netball in WA - performance as an administrator, athlete, coach or official at a State level or higher;
- Specific initiatives or innovation which have had a significant and sustained impact on effecting change in netball in WA (i.e. facility development, structural, program or competition reviews and change);

- Achievements that have demonstrated the nominee to be an outstanding contributor including:
  - Leadership, Management and Administration (i.e. President, Committee Member, Volunteer, Board Director for a specific period of time);
- High Performance and Development
  - i.e. Coaching (Individual Performance - West Coast Fever, Western Sting, State Teams, WANL Teams, Club/Association/Regional teams, other development programs and contribution to training, education and development of others) or their former equivalent;
  - Umpiring (Individual Performance and contribution to training, education and development of others);
  - Score Bench (Individual Performance and contribution to training, education and development of others);
- Demonstrated voluntary work for Netball in WA over a specified period of time in roles outlined above or other identified roles;
- Demonstrated commitment by the individual to Netball in WA's values, as well as advocacy of the organisation (i.e. representing Netball in WA on relevant committees, ongoing public support of netball, use of influence for the betterment of the organisation and, more broadly, the game etc.)
- The contributions outlined above may be supplemented by contribution to the sport of netball beyond the immediate Netball WA environment, which may include:
  - A Netball WA affiliated Region;
  - A Netball WA affiliated Association;
  - Contributing Netball WA Clubs, schools or community groups with active netball programs;
  - Other relevant Associations or partners e.g. SSWA, ACC, IGSSA etc.;

- Where relevant, dates should be given for specific achievements and evidence of these provided by way of:
  - Supporting documentation – certificates, awards, media articles;
  - Summary of Advocacy provided, i.e. provide written examples and/or written references;
  - Summary of quality of contribution and commitment provided;
  - All documentation must be legible and authentic, or able to be confirmed as such.
- Nominations and all supporting documentation, once submitted, will become the property of Netball WA and will not be returned to the nominator.

## Recognition

In recognition of the awarding of Service Award, the recipient shall be:

- Provided with the Netball WA Service Award framed certificate;
- Provided with an appropriate gift and photo to commemorate the occasion.

## Benefits

Service Award recipients shall be entitled to the following benefits:

- Annual Membership to Netball WA;
- Receive an electronic copy of the Netball WA Annual Report each year;
- Receive two (2) seat tickets to one designated Australian Netball League match held in Western Australia each year. The match is to be determined by Netball WA;
- Receive a personalised invitation to the Netball WA, WA Netball League Day of Grand Finals and Grand Final function;
- All Service Award recipients are to be advised that tickets and invitations as provided as part of this membership are **not transferable**;

- All Service Award recipients are to be advised that travel and any other costs associated with attendance at the above-mentioned events remain the responsibility of the individual Award recipient.

## **Values and Behaviours**

Netball WA seeks to provide a safe, fair and inclusive environment for everyone involved in netball. The core organisational values and behaviours are outlined below. Service Award recipients are encouraged to embrace these values and associated behaviours:

### **Values**

- Professionalism
- Collaboration
- Innovation

### **Behaviours**

- Be on the same side and act as one
- Always support each other to reach our goals
- Be open and honest
- Listen to and value our people
- Be the best at what you do
- Find a way to do what we say we will do

## **Retraction of Service Award**

- The Netball WA Board has the ability to discipline or expel Service Award recipients but must follow the process as outlined in Section 11 of the Netball WA Constitution, dated 22 May 2018.
- Disciplinary action or expulsion of a Netball WA Service Award recipient may occur where the recipient has conducted himself/herself in a manner that reflects directly and adversely on the sport, image, activities and reputation of the Organisation. This provision will only be exercised in exceptional circumstances, and will require the full support of the Netball WA Board to

be enacted. As part of the deliberations, the Service Award recipient in question is also to be given an opportunity to present their case for retention of their Service Award status.

- A Netball WA Service Award recipient has the ability to resign their Service Award.

Note: Life Members of Netball WA are ineligible for this award.

## **Code of Conduct**

It is an honour and a privilege to be awarded a Netball WA Service Award. As a Netball WA Service award recipient, it is expected that the following Code of Conduct will be adhered to:

- Treat all persons with respect and courtesy and have proper regard for their dignity, rights and obligations;
- Be ethical, fair, considerate and honest in all dealings and communications with others;
- Operate within the rules and spirit of the sport including national and state guidelines, Constitution and policies that govern Netball WA;
- Refrain from any behaviour that may bring Netball WA into disrepute;
- Be a positive role model and an advocate for the sport;
- Be responsible and accountable for your conduct.

## **Passing of a Service Award recipient – Recognition of Contribution Tribute Process**

When Netball WA is notified of a Service Award recipient passing, the organisation will endeavour to:

- Make contact with the Service Award recipient's family to offer condolences and to seek acceptance of the Netball WA Service Award tribute process;
- Update Service Award profile and Netball WA records as required;



- Prepare a tribute story by Netball WA's Communications and Media Manager (or similar) for dissemination via Netball media platforms.

## **Other**

Netball WA will:

- Review and update this policy as required from time to time;
- Contact Service Award recipients from time to time to ensure all contact details are correct on MyNetball and that their profiles are current.

Date: 11 March 2019



[netballwa.com.au](http://netballwa.com.au)