



PRINCIPAL PARTNER



POLICY



SERVICE TO SPORT AWARD POLICY

Creation Date: 2020	Approved by CEO on: 26 November 2021
Version: 3	Approved by Board on: NA
Policy Type: Operation	Scheduled review date: May 2022
Responsible person: General Manager–Community Netball	Reviewed date: November 2021

Purpose

The awarding of the SERVICE TO SPORT 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.

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 to Sport Award will recognise that contribution.

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

Responsibilities

The NWA CEO is accountable for ensuring the policy is communicated and adopted across the organisation. The NWA General Manager – Community Netball is responsible for ensuring the operational implementation of this Policy.

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.

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 considered for a Service to Sport Award;
- The intermittent contribution by a nominee over several periods of time may be considered when assessing a nomination;
- The Service to Sport Award may be awarded posthumously;
- The Netball WA Board reserves the right to determine if a Service to Sport 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 to Sport 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 to Sport 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 to Sport Award.

Procedure for Nomination and Announcement

- The Netball WA will invite Associations, Clubs 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 Simone Hansen, Chief Executive Officer, via annemaree.woodgush@netballwa.com.au by the date specified by Netball WA. Late or handwritten nominations will not be considered.
- Confirmation of receipt of this nomination will be forwarded to the Association, Club 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 to Sport Award.
- Confirmation of the Service to Sport Award will be forwarded to the Association, Club or Member after the announcement.
- The announcement and formal presentation of the Service to Sport 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 to Sport 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.

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);
- High Performance and Development
 - i.e., Coaching (Individual Performance – coaching High Performance 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 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, Association or Club;
- Contributing to schools or community groups with active netball programs;





- Other relevant governing bodies or partners e.g., SSWA, ACC, IGSSA etc.

Where relevant, dates should be given for specific achievements and evidence 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 to Sport Award, the recipient shall be:

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

Benefits

Service to Sport Award recipients shall be entitled to the following benefits:

- Annual Membership to Netball WA;
- Receive an electronic copy of the Netball WA Annual Report on request;
- Receive a personalised invitation to the Netball WA identified functions and matches;
- All Service to Sport Award recipients is to be advised that tickets and invitations as provided as part of this membership are **not transferable**;
- All Service to Sport Award recipients should 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 to Sport 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 to Sport Award

- The Netball WA Board can discipline or expel Service to Sport 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 to Sport 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 to Sport Award recipient in question is also to be given an opportunity to present their case for retention of their Service to Sport Award status.

- A Netball WA Service to Sport Award recipient can resign their Service to Sport 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 to Sport Award. As a Netball WA Service to Sport 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 to Sport Award recipient – Recognition of Contribution Tribute Process

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





- Contact the Service to Sport Award recipient's family to offer condolences and to seek acceptance of the Netball WA Service to Sport Award tribute process;
- Update Service to Sport 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 to Sport Award recipients from time to time to ensure all contact details are correct on MyNetball and that their profiles are current.

Process

This policy will be reviewed annually in line with the NWA Policy Development process, to ensure governance best practice, and that the criteria and procedures are effective in supporting the objectives and strategic and operational direction of the organisation.

Changes to this Policy

This Policy may be cancelled, amended or supplemented by NWA CEO as and when they see fit. Any variation or amendment will be given in writing and approved by the NWA CEO. This Policy will be reviewed annually.

Related Documents

[Netball WA Constitution, dated 22 May 2018](#)

NWA Service to Sport Nomination Form

Authorisation

Simone Hansen
Chief Executive Officer
Netball WA

Date: 26 November 2021





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