|  |  |  |
| --- | --- | --- |
| Eligibility  The nominee must:   * The nominee must not receive payment for the work they do, other than reimbursement of expenses, and they must meet the attached criteria | **Nominee’s name** |  |
| **Nominee’s mailing address** |  |
| **Nominee’s email address** |  |
| **Nominee’s phone** |  |
| **How long has the nominee  been a volunteer at Club or State Level?** |  |
| **What role or tasks has the nominee been involved in?** |  |
| **Nominating body**  **Club** |  |
| **Nominating body’s contact details —Name, email address and phone**  **Signature of Nominating Person:** |  |

Criteria for CASA Volunteer of the Year

The table below outlines the criterion that needs to be addressed in the supporting statement template provided.

| **Category** | **%** | **Criteria** |
| --- | --- | --- |
| Administrator | 25% | Has the volunteer:   * made a significant contribution to the development of administration systems and processes at a club, or state level? * willingly shared the systems with others? * developed systems which can be used easily by others? * Instructed them in the use of the systems? * encouraged others to volunteer? |
| Works well in teams | 25% | Is the volunteer:   * enthusiastic to tasks and provide inspiration to others? * willing to help and teach others? * willing to listen objectively to others’ ideas? * tolerant of others? * able to express themselves clearly and persuasively and with consideration to others? * keen to get things right and maintain high standards? |
| Growth of the sport | 30% | Has the volunteer:   * made a significant contribution to the growth of participant numbers at a club, or state level through either increased retention or new enrolments? * developed sustained systems to increase growth? * shares strategies with other bodies to increase participation? |
| Event assistance | 20% | Has the volunteer:   * assisted in, or led successful events or activities at a club, or State level? * initiated or dramatically improved the operation of an event? |

The above criterion represents the highest qualities possible in volunteering. It is not expected that nominated volunteers will excel in all criteria.

We are looking for a volunteer who is notable in **most** criteria. The assessing panel reserves the right to seek further information on any nominee.

|  |  |
| --- | --- |
| Supporting statement—CASA Volunteer of the Year | Name of nominee: |

Please ensure you use this template or your nomination will be returned to you.

|  |  |
| --- | --- |
| **Criteria** | **Provide specific examples to support each Category** |