

MEMO

TO: ALL CONSTITUENT CLUBS IN NSW
FROM: RNSW CEO, Christian Renford
DATE: 3 June 2010
REFERENCE: 3/09.10
SUBJECT: THE ROWING NEW SOUTH WALES HONOURS SYSTEM

The Rowing New South Wales Honours System is a system established to acknowledge and celebrate the outstanding achievements and contributions of exceptional people involved in the sport of rowing in New South Wales.

The System recognizes those people whose actions and commitment over a period of time are above and beyond what could be reasonably expected and who have made a significant difference by virtue of their contribution.

In the Rowing NSW Honours System there are five categories for which nominations may be considered. They are:

1. LIFE MEMBERSHIP

A nomination under this category is the highest possible award that can be made to an individual for exceptional and outstanding service to Rowing NSW over a significant period of time and being not less than 25 years.

2. DISTINGUISHED SERVICE AWARD

For distinguished service of a high degree by an individual over a significant period to a member club, affiliated rowing association of schools or clubs or an independently affiliated school, regional club, institution or kindred organization.

3. RUSTY ROBERTSON MBE AWARD

To an individual or Club making a significant and sustained contribution to the endeavours and objects of the Association

4. KEVYN WEBB OAM AWARD

To an individual or Club accomplishing major advances in the sport.

5. VOLUNTEER OF THE YEAR AWARD

To an individual or individuals giving outstanding service to the sport as a volunteer.

If, in the opinion of the Board, acting upon recommendation of the Honours Committee, the nominations for a particular award do not meet a sufficiently high standard, then the Board reserves the right not to make that award. In such a case unsuccessful nominations will be held over and further considered with new nominations the following year. If not selected a second time, the nomination will lapse.

Announcement Of Awards

For Life Membership and the Distinguished Service Award – at the Annual General Meeting of the Association and presented to recipients on that evening

For the other three awards at the Annual Presentation Dinner of the Association.

Who Can Be Nominated?

Any individual, club, school or affiliated association involved in rowing in NSW as a constituent member.

How Is A Nomination Prepared?

On the attached Nomination Form.

It is important to provide specific examples of how the nominee's contribution has been outstanding. What should be included are points such as positions held in a club or an association, and examples that best show how the nominee has gone above and beyond what could be reasonably expected of someone in a similar position. Time should also be devoted to considering why you think the nominee's achievements are outstanding and worthy of special recognition.

Is It Necessary To Provide Referees?

Yes. Three referees, being either individuals, a club, school or an affiliated association who would be in a position to comment in writing on the nominee's service, should accompany the nomination form. Where the referee is other than an individual, the reference should be signed by an authorized representative.

Are Nominations Confidential?

All nominations must be strictly confidential and the information provided will be used only to assist the Board in considering the merits of the nomination.

NOTE - the person being nominated should not be approached for information or advised of his or her nomination at any stage.

How Are Nominations Assessed ?

Nominations are to be sent in original form by mail or hand delivered to the office of Rowing NSW addressed to the Chairman, Honours Committee marked "Confidential". They will be acknowledged to the nominator and then the Honours Committee will collate the nominations and make recommendations to the Board under the various categories.

The selection of awardees will be at the sole discretion of the Board who may accept or reject nominations.

When Should Nominations Be Made?

At any time throughout the year but no later than 30 June for an Annual General Meeting of Rowing NSW in September in that year.