

Banyule Volunteer Awards 2019 Guidelines

The theme for 2019 National Volunteers Week is: *“Making a world of difference”*

The Banyule Volunteer Awards recognise and honour outstanding individuals and groups who have contributed significantly to the development of their organisation, the Banyule community and have had a positive impact on the quality of life of residents in Banyule.

For the purpose of these awards volunteering is defined according to the National Standards as:

Volunteering is time willingly given for the common good and without financial gain.

The term ‘volunteering’ covers a wide diversity of activities in Australian society. It includes formal volunteering that takes place within organisations (including community groups, institutions and agencies) in a structured way and informal volunteering, acts that take place outside the context of a formal organisation. This may include activities that promote inclusive communities and recognise, celebrate and nurture cultures and traditions.

Award Objectives

- To acknowledge the voluntary achievements of individuals and groups who contribute to building and strengthening the community
- To celebrate and promote the work of community volunteers, organisations and groups.
- To promote and encourage residents to participate in and contribute to the community through volunteering.

Award Categories

Volunteer of the Year Awards will be presented to outstanding volunteers across a range of community interest areas.

Categories for the 2019 awards are:

1. Individual Volunteer (incorporating Life Time Contribution Award)
2. Young Volunteer (for individuals aged 12-25 as of 1st January 2019)
3. Community Group Award - groups/schools/organisations

Individual Volunteer, Young Volunteer Volunteer

(Self-nominations are not accepted for these categories)

The Individual Volunteer & Young Volunteer Awards are presented to individuals who have made a significant contribution to not-for-profit organisations working within Banyule or to organisations based outside Banyule who provide a direct benefit to Banyule residents.

They are also presented to individuals who may have undertaken extensive leadership and engagement, informally assisting their local communities, cultures and traditions in supporting and building their capacity.

Areas of work include but are not limited to community support, family services, sport and recreation, arts/heritage/culture, emergency services, health, aged care, animal welfare, environment/conservation, education and training.

To be eligible for these awards nominees must:

- Be current or previous volunteers (within the last 5 years) for not-for-profit organisations or groups based in or servicing residents in the City of Banyule, and or individuals who may have worked informally within their communities to improve their quality, support and engagement. (Please refer to our website at www.banyule.vic.gov.au/aboutbanyule to see which suburbs are within Banyule).

The following criteria will be considered by the selection panel:

- Positive impact the individual has made on the community, the organisation or on service delivery in the course of their volunteering
- Skill, knowledge and experience demonstrated by the volunteer
- Volunteering history and level of commitment to volunteering
- Reliability, professionalism, creativity, positivity, flexibility and initiative
- Benefit of their volunteering to the wider community
- What makes this volunteer stand out? Contribution to the Banyule community and the volunteer sector.

Community Group Award

To be eligible for the Community Group Award nominees must be:

- a not-for-profit community organisation, group or school based in or servicing residents in the City of Banyule

The following criteria for the community group awards will be considered by the selection panel. The groups

- Impact, benefit and effectiveness in the community.
- Establishment of sound volunteer management practices, policies and procedures
- Ability to increase or maintain volunteering and community participation in its activities.
- Successful introduction of new initiatives or services to the Banyule Community
- Participation in innovative projects, programs or partnerships that have encouraged volunteering and community participation

Conditions of Nomination

- A nominee can only be nominated in one category in the same year.
- All nominations must be on the official on line nomination form with a separate form submitted for each individual nomination.
- All nominations must be lodged online and will not be accepted in any other format.
- All nomination information and material submitted remains the property of Banyule City Council.

- Nomination forms must be completed in full, including the name and contact details of the person being nominated as well as details of the person nominating them.
- Please take time to ensure that you provide the correct spelling of all names, but particularly the name of the person being nominated as this information will be used on certificates and in publications.
- When the "Acceptance of Nomination Statement" is completed it means the person being nominated is **agreeing to accept the nomination**. If the declaration is signed and the nominee has not given approval for the nomination to be submitted, the nomination will be withdrawn from the assessment process.
- Council reserves the right to transfer a nomination to a more appropriate category if necessary.
- An unsuccessful nomination will not preclude the nomination being made again in successive years.
- Award recipients are not eligible in the same category for the next 5 years but may be nominated in a different category.
- On request, a copy of the nomination can be provided to the nominee.

Selection Procedure

Selection of award recipients is made by a panel comprising representatives from Council and the community. Award recipients will be announced at the Banyule Volunteer Celebration in May 2019.

Allocation of awards will be based on the information provided by the nominator. It is therefore important to ensure you provide accurate and sufficient information to enable the selection panel to make an informed decision.

The decision of the Banyule Volunteer Awards Selection Panel is final and no correspondence will be entered into.

The panel may determine that no nominee is suitable for an award in any given category and therefore no award will be presented.

Closing Date for Nominations

The closing date for all nominations is midnight on Friday 15th March 2019.

For further information call Karen Molinaro on 9457 9955 (or visit Council's website at www.banyule.vic.gov.au/volunteerawards

Translating and Interpreting Service - 9490 4222 and ask for assistance

Telephone Typewriter Service (TTY) - 9432 7211

Notifications

All nominations will be acknowledged by email once the nomination form is submitted online.

Nominees will be short listed and invitations to the Banyule Volunteer Celebration will be sent to all short listed nominees by Friday, 29 March 2019.