



Policy Name: Archery Australia Awards Program

Responsibility Archery Australia Board

Effective January 2017

Policy Number 1019

Version Revision 3

ARCHERY AUSTRALIA AWARDS PROGRAM

1. PREAMBLE

- 1.1 Archery Australia recognises the important and contribution members and others provide for the management of the sport at all levels.

In order to provide public, acknowledgement and recognise the more outstanding contributions people make to the sport, Archery Australia offers a number of awards.

Archery Australia also acknowledges the need to recognise achievements of members competing in international competition while representing Archery Australia and Australia.

The Archery Australia Awards Program is designed to recognise and acknowledge these outstanding performances and contributions at various levels.

The Archery Australia Awards Program does not replace the need for RGBs and Clubs to provide their own systems of providing recognition of their members.

The Archery Australia Awards Program is intended to complement and enhance RGB and Club awards.

The responsibility for setting the criteria for these local awards will always remain with RGBs and Clubs.

- 1.2 Recipients of any Archery Australia Award will enter the Archery Australia Hall of Fame.

- 1.3 There will be five types of Awards recognised by Archery Australia:

Association Awards (Plaquette)

Life Membership

Honorary Life membership

Performance Awards

Volunteer Recognition Awards

2. ARCHERY AUSTRALIA AWARDS

There are three levels of Gold Plaquette, Silver Plaquette and Bronze Plaquette

2.1 Gold Plaquette

The Gold Plaquette is awarded in recognition of exceptional service and contribution to the Archery Australia at national level within the sport.

It is awarded in normal circumstances only to Archery Australia individual affiliates (members) who have given such service or contribution to the sport at National level over a period of at least eight years.

The award may be presented to non-members or organisations in recognition of their support, contribution and service to the sport at a National level; in such instances there will be no minimum time frame required.

Nomination Process

Any Individual Affiliate, Club, RGB, Archery Australia Committee or an Archery Australia Board Member can make nominations.

Nominations will be made will be made using the online form [CLICK HERE](#) and submitted to the Archery Australia CEO.

The Archery Australia CEO will then submit the nomination onto the Archery Australia Awards Committee for review and recommendation to the Archery Australia Board.

The Archery Australia Board has the authority to award a Gold Plaquette as they see fit without the need to undertake the formal nomination process.

2.2 Silver Plaquette

The Silver Plaquette is awarded in recognition of distinguished service or contribution at RGB level for at least five years of service or contribution.

The award may be presented to non-members or organisations in recognition of their support, contribution and service to the sport at a RGB level, in such instances there will be no minimum time frame required.

Nomination Process

Nominations can be made by an Individual affiliate, Club or RGB.

Nominations will be made will be made using the online form [CLICK HERE](#) and submitted to the nominee's RGB.

Following approval by the RGB, the nominations received from and individual member or club will be submitted to the Archery Australia CEO who will submit to the Archery Australia Board for final approval.

2.3 Bronze Plaquette

The Bronze Plaquette is awarded in recognition of service at Club level for a period of at least five years of service and contribution.

The award may be presented to non-members or organisations in recognition of their support, contribution and service to the sport at a Club level, in such instances there will be no minimum time frame stipulated.

Any Individual Affiliate or Club can make nominations.

Nominations will be made will be made using the online form [CLICK HERE](#) and submitted to the Archery Australia CEO.

The Archery Australia CEO will submit the nomination form to the Archery Australia Board for approval.

3. LIFE MEMBERSHIP

Life Membership of Archery Australia is available in recognition of exceptional service to the sport of archery and may only be granted to individual affiliates of Archery Australia who have:

- Given honorary service to the Archery Australia in one or more capacities for a total period of at least fifteen years;
- Served as an honorary office bearer or Board Member with Archery Australia for at least eight years;
- Performed outstanding honorary service within an RGB or Archery Australia or achieved outstanding performance at a major international event.

Nominations for Life Membership will be made will be made using the online form [CLICK HERE](#) and submitted to the Archery Australia CEO.

The Archery Australia CEO will then submit the nomination onto the Archery Australia Awards Committee for review and recommendation to the Archery Australia Board.

The Archery Australia Board has the authority to award a Life Membership as they see fit without the need to undertake the formal nomination process.

4. HONORARY LIFE MEMBERSHIP

Honorary Life Membership is available for the recognition of exceptional service to the sport of archery and may only be granted to non-members of Archery Australia or organisations who have provided sponsorship or support to the sport.

The nominee must have:

- Given outstanding support and service to Archery Australia.
- Provided an outstanding contribution(s) to the sport of archery.

Nominations for Honorary Life Membership will be made using the online form [CLICK HERE](#) and submitted to the Archery Australia CEO.

The Archery Australia CEO will then submit the nomination onto the Archery Australia Awards Committee for review and recommendation to the Archery Australia Board.

The Archery Australia Board has the authority to award an Honorary Life Membership as they see fit without the need to undertake the formal nomination process.

5. ASSOCIATE MEMBERSHIP

In the event of a member or non-member of Archery Australia giving outstanding service in paid employment over a significant period of time, they can be recommended to the Archery Australia Board to be awarded Associate Membership of the Archery Australia.

Nominations for Associate Membership will be made using the online form [CLICK HERE](#) and submitted to the Archery Australia CEO.

The Archery Australia CEO will then submit the nomination onto the Archery Australia Awards Committee for review and recommendation to the Archery Australia Board.

6. PERFORMANCE AWARD

The Performance Award is presented in recognition of outstanding performance at a World Championships, Olympic Games, Commonwealth Games, World Cup or recognised international event by winning a medal in either individual or team competition.

The Archery Australia High Performance Committee will make nominations for Performance Awards using the online form [CLICK HERE](#).

The nomination will be submitted to the Archery Australia CEO who will submit to the Archery Australia Board for approval.

The Archery Australia Board has the authority to award a Performance Award as they see fit without the need to undertake the formal nomination process.

The Archery Australia Board may also decide to award a high level award in recognition of the performance.

7. VOLUNTEER RECOGNITION AWARD

A Volunteer Recognition Award may be awarded in recognition of voluntary service to a Club, RGB or Archery Australia over a period of time or for a specific event or activity.

It may be awarded to any individual affiliate, non-member or organisation that has demonstrated or given:

- Outstanding voluntary service to the sport;
- Voluntary service in a specific task or specified time (e.g. work as a member of an organising committee);
- A voluntary contribution to the advancement or promotion of archery;

Individual Affiliates, Club, RGB, Archery Australia Committee or member of the Archery Australia Board may submit nominations for the Volunteer Recognition Award using the nomination form (appendix2).

The nomination will be submitted to the Archery Australia CEO who will review and approve Volunteer Recognition Award applications.

8. OTHER CONSIDERATIONS

- 8.1 At all times confidentiality of the award shall be maintained until the award has been publically presented.
- 8.2 Should a member of the Archery Australia Awards Committee be nominated for an Award, either the CEO or the Chairman of the Archery Australia Awards Committee as appropriate shall take the necessary steps to ensure confidentiality and conflict of interest.
- 8.3 All nominations must be submitted using the online nomination form [CLICK HERE](#) and must contain details of the nominee such as; positions held, committee roles, contributions, International representation, (including Awards from international and/or national competition, etc) and the duration of all relevant activities/duties.

Nominations should contain as much information as can be reasonably determined to assist in the making of a fair assessment of the nomination.

- 8.4 Nominations for any Association Awards must be submitted to the Archery Australia CEO who will in turn send to the appropriate authority.

- 8.5 Nominations may be submitted at any time. However, the Archery Australia Board will only consider Association Awards and Life Membership at face-to-face meeting of the Board.
- 8.6 The Archery Australia Board has the authority to approve and present award as they see fit without the need for to undertake the formal nomination process.

9. FORM OF AWARDS

- 9.1 Life and Honorary Life Membership Awards shall take the form of a lapel badge and a Plaque.
- 9.2 The Association Award shall be in the form of a Plaque or as determined by the Board from time to time. The wording on the Award shall contain:

“Presented to (.....) for exceptional service to Archery”

- 9.3 A Performance Award shall be in a form of a Plaque or as determined by the Board from time to time. The wording on the Award shall contain:

“Presented to (.....) in recognition of outstanding performance and achievement in National and/or International competition between (.....) and (.....).”

- 9.4 The Volunteer Recognition Award shall be a Certificate as determined by the Board from time to time.
- 9.5 All Awards will be suitable for display by the recipient and shall be inscribed with the date on which the Board approved the award.
- 9.6 The supply of awards will be arranged by the Archery Australia CEO.
- 9.7 Recognition of all awards will be listed on the Archery Australia website.

10. COSTS

- 10.1 The costs associated with all Awards shall be borne by Archery Australia.
- 10.2 The costs incurred resulting from the granting of Life or Honorary Life membership shall be borne by Archery Australia.

11. PRESENTATION

- 11.1 Life Membership, Honorary Life Membership, Gold Plaque and Performance Awards shall, if possible, be presented at the Archery Australia National Championships Opening Ceremony. Should a recipient not be present at this ceremony a subsequent presentation by an Archery Australia representative on a suitable occasion will be arranged when the recipient is present.
- 11.2 Silver Plaque shall be sent to the recipients respective RGB who shall arrange for presentation of the award.
- 11.3 Bronze Plaque shall be sent to the recipients respective Club who shall arrange for presentation of the award.
- 11.3 Volunteer Recognition certificate shall be sent to the person who made the nomination who shall arrange presentation.

12. RECORDS

- 12.1 The Archery Australia CEO shall maintain a register of all recipients of Life, Honorary Life and Associate Membership and Performance Awards. The register shall contain a record of the name of the recipient, the level of Award, the date of its approval and a brief summary of the service and/or achievements of the recipient.

A register shall be maintained on the Archery Australia website of all recipients of Archery Australia Awards. The register shall record the name of the recipient, the level of Award and the date of its approval.

13. AWARDS COMMITTEE

- 13.1 The Awards Committee shall review nominations for Archery Australia Awards, Life Membership and Honorary Life Membership to ensure the validity of the nomination and make recommendation back to the Archery Australia Board.