



**GLAMORGAN  
SPRING BAY  
COUNCIL**

**Glamorgan Spring Bay Council**  
**AUSTRALIA DAY AWARDS**  
Guidelines & Selection Criteria for Australia Day Awards

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## About the nomination process

The Glamorgan Spring Bay Australia Day Awards recognise individuals and organisations that have made a positive contribution during the current year and/or have given outstanding service over a number of years, to their local community over and above normal employment duties. Outstanding contribution and community service includes areas such as education, health, fundraising, charitable and voluntary services, business, sport, arts, the environment, or any other area that makes a real and positive difference in the community and helps to inspire others.

## General guidelines

- A person is nominated for an award by a friend, colleague, family member. Cannot be nominated by a staff member or Councillor of Glamorgan Spring Bay
- Self-nominations will not be accepted.
- The person must agree to be nominated.
- A person can be nominated for several categories, but only one per application.
- A person will only be awarded in a single category.

## General eligibility criteria requirements

- You must be an Australian Citizen
- Be a resident of Glamorgan Spring Bay
- Have not received the same award previously
- Unsuccessful nominees may be renominated in subsequent
- Not be a current sitting as a Glamorgan Spring Bay Councillor, nor have been in the past two years
- All applications must have a supporting referee

## Categories

Three categories are available, with eligibility and selection criteria detailed below for each:

- Citizen of the Year (all ages)
- Senior Citizen of the Year (ages 65+)
- Young Citizen of the Year (ages <25)
- Community Volunteer of the Year
- Emergency Services Volunteer of the Year

## How to complete your nomination

- Follow the question prompts on the nomination application form to provide additional information on what the nominee has achieved.
- The answer to the question, "Why are you nominating this person?" requires a minimum of 100 words and maximum of 500 words. Include as much detail as you can as this forms the majority of the material to be assessed by the judging panel.
- Additional details can be submitted in a separate document along with details / copies of any other awards or supporting documents (ie. photos, newspaper or magazine articles about the nominee and their achievements)
- Failure to provide complete information may result in the nomination not being considered.
- Submit an application form.

## Selection process

- Following the close of nominations, the Australia Day Awards Selection Panel will score nominations based on the Selection Criteria.
- Winners of the local area awards will then be judged to select an overall municipal award winner in each category.
- In the result of a tied vote for the overall municipal Award winners, the Mayor will have the final decision.
- The decision of the Australia Day Awards Selection Panel is final, and no additional correspondence will be entered in to.

## Selection criteria

When considering nominations for this award, the selection panel shall have regard to the following criteria:

- Has the nominee made an outstanding contribution to the community
- Has the nominee been an inspiration / role model to the community
- Has the nominee shown achievements in community activities, academic, sporting, personal, cultural, environmental and/ or social responsibility; and
- Have they demonstrated a commitment to enhancing the welfare and wellbeing of the community, which has benefits to others.

## Additional requirements for each category

Citizen of the Year

- NIL

Senior Citizen of the Year

- Be 65 years of age or older on 1 January of the year the award is given.

Young Citizen of the Year

- Be 25 years of age or younger on 1 January of the year the award is given.

Community Volunteer of the Year

- Are a member of an volunteer organisation
- The person has contributed volunteer services to the community.

Emergency Services Volunteer of the Year

- The nominee is a member of an emergency services group.

## The award ceremony

- Award recipients are announced on Australia Day at Australia Day Events across the municipality.
- All nominees and nominators will be invited to attend the award announcements.

## Assistance

- If you require assistance in putting your nomination together, please contact Glamorgan Spring Bay Council's Community & Communications Officer on 6256 4777.