

# Active Ashburton Sports Star Awards 2017

## Nomination Form – Club of the Year

	Nominee	Person Submitting Nomination
Name		
Club		
Phone Number		
Email		

### Award Criteria and supporting information:

1. How does the club demonstrate strong club governance, management and administration practices? Please give examples and attach any supporting documents if required.


2. How does the club provide skills, leadership and training pathways to its members and volunteers? Please give examples and attach any supporting documents if required.


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3. How does the club demonstrate active participation in supporting the local community?  
Please give examples and attach any supporting documents if required.


**Club of the Year Award Criteria - Checklist**

<b>Written job descriptions</b>	Club / Association has a written job description for all committee roles.	
<b>Members</b>	Club / Association has an up-to-date and secure member database.	
<b>Code of Conduct</b>	Club / Association has an up-to-date code of conduct for parents, players/participants and coaches that is communicated to club members.	
<b>Committee Details updated with CDO</b>	Contact details for all committee members are updated and held by Club Development Officer.	
<b>Working with Children Check Register (if applicable)</b>	The WWC Check is a compulsory national criminal record check for many people who work with children under the age of 18 in Western Australia. Information can be found here: <a href="http://www.checkwwc.wa.gov.au/checkwwc">http://www.checkwwc.wa.gov.au/checkwwc</a>	

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<b>Strategic / Operational Plan</b>	Strategic Plan (at least a 1 - 2 year projection) has been developed. This can be a simple one page document.	
<b>Budget</b>	Budgets are estimated in advance of coming season, with accurate up to date records maintained throughout to give true representation of the clubs current position.	
<b>Club Assessment – Healthy Club Checklist</b>	Club / Association has completed the Australian Sports Commission Healthy Clubs Checklist. <a href="http://www.qlbs.com.au/ASCHealthCheck/Assessment/ASCHealthCheck">http://www.qlbs.com.au/ASCHealthCheck/Assessment/ASCHealthCheck</a>	

Please submit nominations with any relevant supporting documentation to [active.ashburton@ashburton.wa.gov.au](mailto:active.ashburton@ashburton.wa.gov.au) or your local Club Development Officer

**Tom Price**

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**Thank you for submitting your nomination!**

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