



SPECIAL OLYMPICS NEW ZEALAND

Life Membership Award

Nomination Overview

The award of Life Membership is one of the highest honours that Special Olympics New Zealand can bestow. The award recognizes an individual who has made an outstanding contribution to Special Olympics in New Zealand at local, regional, national or international level.

Pre-requisite for Nomination

Any person nominated for a Life Membership Award must have:

- Made a contribution to Special Olympics in New Zealand over and above routine service levels;
- Contributed for a period of not less than 10 years, ideally continually (if not please explain);
- Enhanced Special Olympics at local, regional, national or international level.

Basis for Award

When a nomination is being assessed, consideration shall be given to the following:

- The level at which the contribution was made;
- The length of time over which the contribution was made;
- The quality of the contribution made and, in particular, it's impact on Special Olympics at local, regional, national or international level;
- The value of the contribution to Special Olympics New Zealand in the widest sense.

Procedure for Nomination

Nominations may be made by an individual, organisation, Club or Regional Council. All nominations must be made on the official form nomination form.

Nominations made by individuals or organisations must be seconded by a registered volunteer, Special Olympics New Zealand staff member or Board member, and also by the Chair of the relevant Special Olympics Club of the nominee. If the nominee is the Club Chair then the application must be seconded by the Chair of the relevant Regional Council.

All relevant information should be provided (including dates), as the assessment of the nomination will be based on the material supplied. Information supplied shall include:

- Personal details relating to the nominee (name, address etc);
- Factual information detailing:
 - positions held
 - years of service (for which dates must be supplied)
- Paid employment should be included but, on its own, will not be sufficient and must be supported by other voluntary service.
- Information must be able to be verified by the Club and/or Regional Council in which the service occurred.
- A statement provided by the nominator outlining the contribution on which the nomination is based. Where service relates to more than one Club or Regional Council, a separate supporting statement (Section 5) should be provided.

The nominator shall assemble **all** material relating to the nomination and forward it to the Special Olympics New Zealand Awards Sub-Committee to be received no later than **the last working day in October of the respective year**.

The nomination form must be signed and dated by the nominator (and seconder) as indicated on the form.

Material that is inaccurate, unsubstantiated or incomplete is likely to result in the nomination being declined.

Consideration of Nomination

The Special Olympics New Zealand Board Awards Sub-Committee shall consider the nomination and determine whether a Life Membership Award should be recommended to the Board. Special Olympics New Zealand will advise the nominator of the result of the Sub-Committee's recommendation and/or Board Decision.

Unsuccessful Nominations

The Special Olympics New Zealand Board Awards Sub-Committee will give careful consideration to each nomination. The decisions it makes are final, and no correspondence can be entered into with regard to a nomination. Nominations may be resubmitted in subsequent nomination rounds, but it is expected they will include additional and/or more detailed material to support the nomination being made.

Posthumous Award

A nomination will not be considered for a deceased person. In the event that a person dies after the Awards Sub-Committee has recommended an award be made, the Board shall still consider the recommendation and decide if a posthumous award should be conferred.

Submission of Nomination Form

The completed nomination form and any supporting documentation must be submitted by 5pm on the Closing Date to:

Post

Special Olympics New Zealand Awards Sub-Committee, PO Box 38344, Wellington Mail Centre, Lower Hutt 5045

Courier:

Special Olympics New Zealand Awards Sub-Committee, Pelorus Trust Sports House, 93 Hutt Park, Road Seaview, Lower Hutt

Email:

admin@specialolympics.org.nz

Acknowledgement will be provided when nominations are received.

