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|  | **Annual Awards – Administrator or Official**  **Nomination Form** |

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| **State:** |  | | |
| **Award:** | Administrator or Official (Delete category not needed) | | |
| **Name:** |  | | |
| **High resolution jpeg** (at least 1MB) emailed separately to the Secretary | | |  |
| The nomination will be assessed against, but not limited to, the impact the nominee has had on the following areas within the sport for the previous calendar year: | | | |
| * Membership/Participation * Financial * Leadership & Planning * Member Communications * Compliance | | * Sustainability * Competition * Teamwork * Technical | |
| *Note: the nomination does not have to cover all areas listed above.*  Listed over the page are some notes that may guide you in completing the nomination form. | | | |
| **Name and contact email of person completing this form** (in case additional information or clarification is needed)**:** | |  | |
| **Outline the Nominee’s Contribution to Masters Athletics:** | | | |

Please retain this word format and do not convert to PDF. Hand written forms will not be accepted.

**Completed nomination forms are to be emailed to the AMA Secretary (**[**secretary@australianmastersathletics.org.au**](mailto:secretary@australianmastersathletics.org.au)**) by 31 January each year.**

**Questions to assist completing the nomination form.**

*Note: This information is here as a guide, you do not need to answer them directly.*

**Administrator -** Communication skills with committee and community, focus on athletic community requirements, organisation skills, innovation, flexible attitude.

* Increase membership

How did nominee participate in increasing Masters membership?

* Team player

How is the nominee an exceptional team player (explain)?

* Collaboration

How did the nominee contribute in organising events, or bring a new event together for members?

* Communication

Did the nominee correspond by email, phone with group/s to co- ordinate a project, set up an AGM, Awards events, etc?

* Leadership, Management & Planning

Did the nominee lead by example managing/planning an event with several volunteers, allocating them to their assigned tasks?

**Official** - Integrity, technical accuracy, clear communication skills, consistency, safety, respect responsible, fairness.

* Participation
* Competition
* Technical
* Sustainability
* Compliance