



## Administration Guidelines/Policies

### Club Service Awards

Endorsement Date:	November 2014
Guideline Topic:	Membership Services
Guideline Number:	ADM019
Document Version Control:	Version 2: November 2014

This Guideline was endorsed at the Club Management Meeting on 2<sup>nd</sup> July 2003 and adopted as Club Guideline. Further amendments, including the additional of 15, 20, 25, 30 & 35 & 40 years' service were made in July 2014.

#### BACKGROUND:

In 2001 the Marcoola SLSC Management Committee endorsed that a Club Service Recognition Award be introduced for members that have served in the capacity of Active, Award, Committee or held a position in the Club (i.e. Age Manager, Official, Coach etc.)

#### AWARD CRITERIA:

- Member's service date commences from the time of gaining their Bronze Medallion or from the time they have taken on the position (i.e. Age Manager).
- Active & Award Members must complete a minimum of 40 patrol or service hours each season to be eligible for the award.
- All other members (i.e. Age Mangers, Officials, Coaches etc.) must be deemed to have completed 'exceptional service' to the club for the period in which they are getting recognised. 'Exceptional Service' will be determined by the Management Committee.
- Member's service to the club **must be** consecutive years. In special circumstances where the member has applied for a leave of absence they will be considered for the award once they reach total service years (i.e. does not include the leave of absence time)

Club merchandise will be presented at the Annual Awards Presentation Dinner and Award Criteria will be easily accessible to members (i.e. included in the Members' Handbook)

#### SERVICE AWARDS:

The following service awards will be awarded to members meeting the above criteria:

- 5 YEAR SERVICE AWARD
- 10 YEAR SERVICE AWARD
- 15 YEAR SERVICE AWARD
- 20 YEAR SERVICE AWARD
- 25 YEAR SERVICE AWARD
- 30 YEAR SERVICE AWARD
- 35 YEAR SERVICE AWARD
- 40 YEAR SERVICE AWARD