



## Youth Civic Awards 2021 Conditions and Criteria

### Background

The Youth Council instigated Youth Civic Awards in 2013 as a way to acknowledge contributions by young people to the Marlborough community. A review took place at the end of the inaugural Awards and it was agreed to hold these bi-annually in future.

### Who is eligible for the Youth Civic Award?

The Marlborough Youth Civic Awards are open to any young person who has carried out deserving voluntary service in the Marlborough district which is beneficial to other residents of the district.

The Youth Civic Awards are open to Marlborough youth aged 13 to 20 years.

Previous award recipients are not eligible for nomination.

### What kind of service merits a civic award?

Deserving **voluntary** service is recognised by the Marlborough District Council's Youth Civic Awards. This must be service in the community for which payment is not received.

The areas of service to consider for the Civic Awards are:

- Community service/spirit
- Sport and recreation
- Art and culture
- Environment
- Leadership
- Mentoring

Note: deserving nominees may have undertaken service in one or more than one of these areas.

### How the Youth Civic Award is decided

Firstly, a nomination must be received by the deadline stated in the nomination form. Nominations can be made by anyone who believes a young person is deserving of such an award and meets the criteria as set above.

Youth Civic Awards selection panel will rely on the information that accompanies each nomination for decision making however they may choose to undertake an interview process after an initial shortlisting process. It is in your nominee's interest that the information provided is of sufficient detail to enable the selection panel to consider each nomination fairly. It is emphasised that the information sought is not just a list of positions held, it needs to detail their involvement and contribution to the community.

Full details should be supplied about how this person's work or activities go above and beyond the normal contribution and other volunteers. Both quantity of service and quality of service are important. The information on all the people nominated will go to the selection panel for consideration.

The panel will be made up of the Mayor and persons with standing in the community and include at least one youth representative.

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There is no fixed number of youth civic awards given out each year and it is not expected that all persons nominated will receive a civic award.

### **Confidentially**

All nominations are confidential. Unsuccessful nominations or details of the people who nominated them will not be made public.

It is not necessary to obtain the prior consent of the person being nominated before submitting a nomination. If the nomination is successful, the person will be contacted to ask whether he or she wishes to accept the award.

### **Can we try again**

If a nomination is unsuccessful the person may be resubmitted for nomination in future years. The decisions of the selection panel are final and binding. Correspondence will not be entered into.

### **Deadline**

Nominations must be received by 5.00 pm on **Wednesday 1 December 2021**



# MARLBOROUGH DISTRICT COUNCIL

## Youth Civic Awards for Voluntary Community Service Nomination Form

Please read the conditions and guidelines to ensure the person being nominated is eligible.

(a) **Person nominated:**

Full name: \_\_\_\_\_

Address: \_\_\_\_\_

Cell \_\_\_\_\_

Email: \_\_\_\_\_ Age: \_\_\_\_\_

(b) **Nominated by:**

Name of Person or Organisation: \_\_\_\_\_

Full Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Cell \_\_\_\_\_

Email: \_\_\_\_\_

(c) **Areas of community service** (Please tick as many as are relevant to the person you are nominating):

Community Service/Spirits

Sport and Recreation

Art & Culture

Environment

Leadership

Mentoring

### The record of service of the person nominated.

Please record this in detail covering their service to the community

### Additional information (optional)

Please include any other relevant information

### Queries

Should you have any queries please contact Lyne Reeves or Jodie Griffiths Ph: 520 7400.

Mandy – can we please have :

- some authorising or tick box that verifies the person nominating, to represent a signature.
- ability to attach documents to the record of service question. Not sure if we should have a word limit on this text box, what do you think?
- Can all questions be compulsory except for additional information