



Volleyball NB Recognition Program

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VNB Recognition Program Committee - Terms of Reference.

Purpose of the VNB Recognition Program

To recognize the outstanding contributions of Volleyball New Brunswick members through various forms of recognition such as Hall of Fame, annual awards, special recognition)

Objectives

To align VNB recognition with the organization's strategic objectives.

Governance

The VNB Recognition Program Committee shall be accountable for the VNB recognition program and its execution. The committee will rely on VNB staff to be responsible for the execution of any VNB recognition programs. The Committee reserves the right to consult VNB board members and other individuals as deemed necessary.

Responsibilities of the VNB Recognition Committee

- ✓ To advocate for VNB Recognition programs,
- ✓ To define the process and set dates for nomination, selection, promotion, and presentation of awards.
- ✓ The committee will ensure there is at least one (1) HOF induction per year and a maximum of three (3).

Mandate of the VNB Recognition Committee

To oversee and manage a system for the selection and recognition of individuals nominated for a (VNB) Service Awards:

- ✓ Male and Female Athlete of the Year Indoor
- ✓ Male and Female Athletes of the Year Outdoor
- ✓ Male and Female Sportsperson of the Year
- ✓ Official of the Year
- ✓ Award of Distinction
- ✓ Female and Male Coach of the Year
- ✓ Club Executive of the Year
- ✓ Ian Fowler Volunteer Award

The VNB Awards Ceremony is an annual priority event. The Awards Committee shall advocate for this event and provide policy and direction for the evening when required.

Membership on the VNB Recognition Committee

- ✓ The Committee will be an Ad hoc committee of VNB chaired by the Vice President.
- ✓ The VNB Executive Board understands this committee requires a brief time-period yearly to complete required tasks, thus not implementing timelines for years of service.

Membership Representations on the Committee will be as follows:

- ✓ The President, the VP., the VP also serves as Chair, the Past President can fill in, in the event the President and/or the Vice President's position are vacant.
- ✓ Two members of the VNB Board of Directors.
- ✓ Minimum of two and not to exceed four members or past members at large.
- ✓ Attention should be paid to gender, language, and geographic representation when possible.

Operating Principles – The Committee

- ✓ The Committee will meet and communicate via phone, email, or electronic means, as necessary.
- ✓ The Committee will meet at least twice annually. Ideally, they should start the process two months prior to the event.
- ✓ Operational support for the Committee will be provided by VNB staff when required. To include organising yearly awards by collecting and forwarding nominations for appraisal.
- ✓ The Committee will file their yearly selection report via e-mail to VNB Executive Director provided by the Chair.

Operating Principles – the Nomination Process

- ✓ The process is to be transparent and fair.
- ✓ There will be an annual call for nominations, which will be posted on the VNB website and social media pages.
- ✓ The date for the awards gala will be set well in advance by VNB.
- ✓ All nominations will be received by the VNB Office and transmitted to the Selection Committee members for due process.
- ✓ There will be a standard nomination form provided by VNB, this needs to be filled out. Additional information is encouraged.
- ✓ Nominations may be submitted in either official language.

Operating Principles – the Selection Process

- ✓ Inductees and award winners shall be selected by vote of the Committee.
- ✓ Award winners will be announced on a date specified by the recognition committee.
- ✓ The VNB Hall of Fame nominees will be evaluated and selected by the criteria established in the Volleyball NB. Hall of Fame – Eligibility Fact Sheet.

Operating Principles – the Induction Process

- ✓ Induction Ceremonies will be funded by VNB through a specified line item in our general operating account. Revenue support may be provided by ticket sales or sponsorship.
- ✓ VNB will choose the site for the event and the date for the event in advance.
- ✓ VNB will select the MC for the event.
- ✓ VNB will be responsible for the purchasing of all awards and to display them at the event. To include the VNB Hall of Fame display.

Financial Performance Obligations

- ✓ The VNB recognition program will strive to be cost neutral.
 - Awards and promotion shall be funded through general revenue in the VNB operating budget.
 - An awards banquet shall attempt to cover banquet costs through ticket sales.

Promotion of the Induction Ceremony

- ✓ Promotion of the Awards Evening is an important part of the event for the Inductees and award winners. Efforts should be made to invite previous Hall of Fame inductees.
- ✓ An invitation to special guests and members is encouraged.
- ✓ VNB considers this to be a flagship event to celebrate our successes.

VNB Service Awards Fact Sheet

Please Note:

Celebrating membership success is a pillar that VNB supports. We respectfully ask that our Governance Board, our staff and our membership continue this tradition.

Service Awards

All awards are intended to be chosen yearly but we understand that in certain years some may be omitted.

- ✓ Male and Female Athlete of the Year Indoor - Presented by our HP Male and HP Female Chairs.
- ✓ Male and Female Athletes of the Year Outdoor – Presented by our Beach Chair
- ✓ Male and Female Sportsperson of the Year – Presented by our Vice President
- ✓ Official of the Year - presented by the Chair of VNBOA or designate.
- ✓ Award of Distinction – presented by our Age Class Chair.
- ✓ Female and Male Coach of the Year - Presented by our Executive Secretary
- ✓ Club Executive of the Year - Presented by our Executive Financial Advisor
- ✓ Ian Fowler Volunteer Award - Presented by our President.

Male and Female Athletes of the Year (Indoor and Outdoor)

- ✓ Ideally a graduating athlete who participates in our High Performance, Canada Cup, Summer Elite and Canada Games programs.
- ✓ Nominated by our HP committees and their staff but club coaches can also nominate an athlete.
- ✓ Note four (4) choices in total.
- ✓ We ask that you provide a write up to show what skills separates this athlete from the others, athletic ability, passing, defending, scoring, blocking, serving, leadership, a team player in a positive manner and sportsmanship or something special.

Sportsperson of the Year Award, Male – Female

- ✓ The concept, we award an athlete in our club system for on-court and off-court contributions to their team, such as, teamwork, team building, works hard, great attitude, **inspiring acts of "sportsmanship"**.
- ✓ The goal is to raise coach engagement in the nomination process and provides an opportunity for representation from our members who may not aspire to play at a high-performance level.
- ✓ We all have come across kids in our journeys who we affectionately say, “that kid is the greatest teammate” or “what an amazing kid.”
- ✓ Ideally, this award could be awarded to an athlete from our 15U, 14U or triple ball programs.

Official of the Year

- ✓ To be chosen each year by Volleyball NB Officials Association (VNBOA)

Award of Distinction.

- ✓ Presented to a member of VNB who has contributed to VNB in an extraordinary manner.
- ✓ No limits need to be based on longevity.
- ✓ They have supported the VNB strategic plan. For example, if the focus is on growth, the main enabler in this is new teams/clubs.
- ✓ It would be beneficial that awards recognize positive changes in these areas.
- ✓ It could be an award to honour those who have supported VNB with long-term service upon leaving us as an example.
- ✓ We would ask that you refer to the word – **distinction** and its meaning (excellence that sets someone or something apart from others).

Male and Female Coach of the Year

- ✓ 2 coaches whose teams have had significant improvement or success in the past year.
- ✓ In the club and/or provincial team context.
- ✓ It should be driven by our membership, but staff may nominate someone as well.
- ✓ One coach will be selected from the each division.

The Club Executive of the Year Award

- ✓ This award is set exclusively for accomplishments by a Club Executive member over a one-year period.
- ✓ The application must show positive ideas, governance improvement, growth, a safe and fun club experience, attraction of new volunteers, more teams, grass roots inroads and/or leadership in safe sport.
- ✓ Showing alignment with our Strategic Plan a definite plus.
- ✓ It should be driven by our membership, but staff may nominate someone as well.
- ✓ Clubs are encouraged to reward newcomers if the situation allows, signifying a club success in a certain area.

Ian Fowler Volunteer Award

- ✓ Awarded for volunteer recognition to a member who has impacted volleyball in NB. in a very positive and impactful way in their community or beyond.
- ✓ They have enhanced their vision by showing alignment with our strategic plan.
- ✓ Having done so for three (3) or more years of service in.
- ✓ We will continue to award every year but note, in this format we may have to work with our clubs and our Board to make sure it gets the attention it deserves.

VNB will recognise nominees and award winners in the following manner.

VNB will put out a call for service awards nominations and include a timeline. This will state when the nominations are due and the timeline for selection. VNB will advertise up to 3 finalists

in each category, with a summary on each on our website and social media platforms. On the selection date, again on our website and social media platforms, we will announce the winners. We will extend an invite to our winners to attend our Awards and Gala evening for the presentation of the award.

VNB Hall of Fame – Eligibility Fact Sheet

Volleyball NB Hall of Fame (VNBHoF) was established in 1999 to celebrate outstanding achievements of our **athletes, coaches, builders, officials, and teams** from across our province. We want to honor those who have made a significant impact within our borders as a member of VNB. Ideally, we want to represent a grassroots approach and represent their ideals outside of our borders. These individuals will embody the best of our sport by virtue of success, dedication, longevity, and sportsmanship.

Nominations will be accepted and processed as defined in the application form. We will retain all applications for a four-year period. The role of notification of membership to an inductee shall be performed by the President.

The nominator is asked to complete a **VNBHoF Application Form (See Link Below)**.

Please provide a document outlining in chronological order a detailed description of the nominee's achievements (i.e., awards, championships, ETC) or accomplishments (i.e., National Teams, Provincial Teams, International Competitions, etc.) and any other pertinent information. Please place in order starting with their most recent accomplishments. Please refer to the criteria below when developing your document.

You may provide additional support and documentation, ie. letters of support, other achievements or awards, newspaper clippings or a sport profile resume. Please provide the nominee's and the nominator's contact information. You do not need to be a VNB member to submit a nomination.

HoF Categories for Recognition: 1) Athlete.

Accomplishments to be considered:

- ✓ The athlete must have been a member of VNB with multiple years of participation in our age class programs and.
- ✓ Realized outstanding success and recognition locally and regionally, or
- ✓ Participated in other Volleyball NB programs such as Summer Elite, or Canada Cup teams, or Sr. Leagues
- ✓ Was seen as an athlete who had a strong impact in our adult programs, or
- ✓ Participated in Canada Games participation and/or a medal placement, or
- ✓ CCAA/U Sport All-Canadian and/or Major Award Winner, or
- ✓ A National Team member, or
- ✓ Participation at a World Championship, Pan Am Games, Olympic participation, Universiade Games, or another recognized international event.

HoF Categories for Recognition: 2) Coach

Accomplishments to be considered:

- ✓ Has provided meaningful contribution to coaching within VNB programs over an extended period. The contributions should show an impactful legacy.
- ✓ Realized exceptional single seasons (EX., undefeated championship teams, teams winning in higher levels), or
- ✓ A medal placement at a Canada Games or Canada Cup or Volleyball Canada National Championship, or a tournament of significant recognition.
- ✓ Multiple championship teams, or
- ✓ A successful USport or CCAA career

HoF Categories for Recognition: 3) Builder

Accomplishments to be considered:

- ✓ This person has demonstrated measurable contribution to VNB strictly as a builder, by establishing, fostering, and growing a recognized VNB program, a club or team would be an example but not limited to with an emphasis on longevity.
- ✓ It is not about general volunteering or operating, we have designed our service awards program to represent this aspect of our awards night.
- ✓ Extraordinary contributions to the development of volleyball programs or events in New Brunswick.
- ✓ Must have served as a volunteer within the Volleyball NB. structure for a minimum of five years.

HoF Categories for Recognition: 4) Official

Accomplishments to be considered:

- ✓ Must have played a pivotal role in officiating in VNB programs for five or more years.
- ✓ Demonstrated a high-level commitment to the sport of volleyball as demonstrated by years of service and longevity.
- ✓ Having participated with the VNBOA Leadership Team or worked within a project that was delivered by them.
- ✓ Assignment to a Volleyball Canada National Championships or a partner event, EX., FIVB., USport or CCAA.
- ✓ Level of certification attained, Regional and above.
- ✓ Mentorship in the development of other referees.

HoF Categories for Recognition: 5) Team

Accomplishments to be considered:

- ✓ Exceptional single seasons (EX., undefeated championship teams, teams winning in higher levels).
- ✓ Consecutive championship teams.
- ✓ Exceptional unbeaten streaks.
- ✓ A medal placement at a Canada Games or Canada Cup or Volleyball Canada National Championship.
- ✓ Any other exceptional accomplishments within the Volleyball NB or Volleyball Canada space.
- ✓ Please list every player, coaches, and managers. VNB will provide one plaque that will be displayed in our Hall of Fame display.
- ✓ The team must have competed in a league that was managed by Volleyball NB.

Please be sure to outline in your application what category you are looking to have your nominee inducted under.

Proceed to Nomination Form ([Click Here](#))

Best Practices for your Hall of Fame Presentation and Acceptance

Instructions for Nominators on Preparing your Presentation at our Awards Gala.

- Be mindful of time, we ask that your presentation be kept to approx a fifteen-minute (15) time limit. Preparation is the key.
- Be mindful, this is a family event, humor is encouraged, content must be non-offensive.
- You can choose one or more speakers for your presentation. (Collectively, only 15 minutes is allotted for an introduction)
- You can add a video presentation.
- The presentation of the plaque is a duty assigned to the President of VNB, but you can present an alternative for consideration.
- Clearly indicate and support your category.
- A bilingual presentation is encouraged but not required.

For the Inductee

- Be mindful of time, we ask that your acceptance speech be kept to approx a fifteen-minute (15) time limit. Preparation is the key.
- Be mindful, this is a family event, humor is encouraged, content must be non-offensive.
- A bilingual presentation is encouraged but not required.