



Volunteer of the Year

Nomination Form

1	Name of Nominee		Email:	
	Address			
	Area /Region		Membership Number:	

Please copy this form and use a separate copy for each category nomination.

2	Nominated by:		Email:	
	Seconded by:		Email:	

3	Category nominated: *Chose only one category. A separate form must be completed for each category	Member*		Number of Years as KFA Member	
		Teacher *		Number of Years as KFA Teacher:	
		Committee Member*		Number of years on a Local Committee	
				Number of years on a Regional Committee	

4	Why do you feel this person deserves recognition within the KFA? Give clear examples of what the nominee has done. (Use a separate sheet if required.)

5	Personal qualities etc. Give clear examples of the behavioural qualities they have or display.(Use a separate sheet if required.)

Why do we do this?



Volunteer of the Year

The KFA runs an annual award in recognition of all the hard work and dedication it receives from all the volunteers working on behalf of the organisation. We understand that many people devote much time and energy to their role and are not seeking recognition. The KFA on the other hand would not survive if it were not for this contribution and so would like to show its appreciation.

The qualifying categories are as follows:

- a) Members
- b) Teachers
- c) Committee members at area/regional level

Different attributes apply to each of the three categories in sections 4 and 5 of the nomination. The adjudication panel can only judge the nominations received for each category against the stated criteria / attributes. For your nomination to be successful, it is important that you give as many clear examples to demonstrate how the person you are nominating makes a difference to the KFA.

Guide

Section 4: Why do you feel this person deserves recognition within the KFA?

- | | |
|-------------------|---|
| Member: | Helpful, participates in class activities, assists the teacher, area or region e.g. helps others to attend classes or events, encourages others to become members or join classes – please give clear examples |
| Teacher: | Encourages class members to train as teachers, promotes KFA to external groups, fund raises, organises events/outings – please give clear examples of what the teacher does in addition to taking her class. |
| Committee Member: | Has held various offices, pro-active in the area/region, assists others, organises events – please give details of positions held and for how long, how they are pro-active or assist others and any outstanding achievements – please give clear examples |

Section 5: Personal Qualities

- | | |
|-------------------|---|
| Member: | <i>Cheerful, good personality, supportive</i> – please give clear examples |
| Teacher: | <i>Enthusiasm, empathy, understanding, respect, loyalty</i> – please give clear examples |
| Committee Member: | <i>Supportive, team player, motivator/innovator, hard-working</i> – please give clear examples |

Please ask the nominee's permission to enter his/her name. Nominations will only be accepted on the form overleaf (which may be photocopied if necessary or can be downloaded from the KFA website at <http://www.keepfit.org.uk/national-events/>). The closing date for nominations is the last day of August 2020.

Certificates and trophies will be awarded to the winners of each category and an overall winner will be chosen from the entries by an adjudication panel, appointed by the KFA, whose decision will be final. The presentation will be made at the National AGM in October. Full details of the category winners will be published in *Moving Together*.

Nominations received after the closing date will not be eligible for consideration.

Please send nominations to:

Volunteer of the Year Award, The Keep Fit Association, 14 Graylands Estate, Langhurstwood Road, Horsham, West Sussex, RH12 4QD