



LETHBRIDGE  
**SPORT COUNCIL**

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**ACHIEVEMENT AWARDS**

# **Nomination Guidelines**

All LSCAA nominations are accepted online. Please read the nomination guidelines before submitting an nomination.



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Lethbridge Sport Council is a not-for-profit organization incorporated March 28, 2008, under the Societies Act of Alberta and is an independent body supported by the City of Lethbridge, governed by a volunteer Board of Directors, and managed by a team of full-time and part-time staff, dedicated to support the enhancement and development of sport within the Lethbridge community.

### **Our Vision**

Lethbridge is an inclusive and accessible sport community that celebrates quality experiences.

### **Our Mission**

Our mission is to provide leadership and a collective voice for sport in Lethbridge.

### **Our Values**

The Lethbridge Sport Council and its members value:

- Sport for its impact on physical, social, emotional and mental health
- Sport for its impact on community, the economy and society
- Integrity, inclusiveness, transparency, equality, and civility in interpersonal relationships
- Cooperation, teamwork, and continuous improvement



## **NOMINATION PROCESS**

- Nominations are due by January 31 of each year
- A jury will review and evaluate the nominations and select the recipients according to a rubric. A sample of the rubric can be found on page 9 for your information.
- Successful nominees and all nominators will be notified and provided with details about the award presentations and the timeline for the announcement of winners.

## **WHO CAN NOMINATE**

- Anyone can nominate an individual, team, partner, or business for the Lethbridge Sport Council Achievement Awards.
- To ensure impartiality, nominations must come from someone who is not a family member of the nominee.
- Individuals may not nominate themselves.
- It is the nominating person's responsibility to accurately select the categories entered. The Lethbridge Sport Council, in consultation with the nominator, may alter these selections.

## **QUALIFYING PERIOD**

Eligible nominations are for performances or contributions that take place between January 1 and December 31 of the qualifying year. Exceptions include information relevant to those categories that honour lifetime achievement awards.

## **AWARD PRESENTATIONS**

- An in-person award reception is hosted in early April of each year.
- Award winners in a single category will receive 1 ticket to attend the Lethbridge Sport Council Achievement Awards.
- Award winners in a team category will receive 1 ticket for each team member to attend the Lethbridge Sport Council Achievement Awards plus 1 coach ticket.
- The LSCAA provides one plaque per category. Additional plaques may be purchased at cost.

## Nomination Requirements

All nominations will be accepted via an online form which can be found at <https://lethbridgesportcouncil.ca/events/achievement-awards>

### The following information is required to complete the nomination:

- Name, phone number, and email address of nominee
- Sport of nominee
- Name, phone number. and email address of nominator
- Award category
- Statement supporting this nomination (300 words or less describing the nominees performance, accomplishments, contributions, values, impact, commitment etc.)
- Up to 3 letters of support and up to 3 links to media stories about the nominee

### Qualities of a Strong Nomination Statement

- We need to know more than that this person is 'good' or 'nice' or 'a great coach'.
  - Tell us about the nominee's character on and off the field of play
  - Think more about what the nominee did, how they did it, and what the impact was.
  - Include statistics and results where possible, and double check the info is accurate
- Things you could include if applicable:
  - Specific projects or events the person was instrumental in
  - Challenges or issues that they encountered and overcame
  - What unique skills they have, like leadership, teamwork, creativity, innovation etc.
  - The legacy from their participation or positive change because of their actions
  - How do others (peers, colleagues) regard this individual?
- The quality of the writing will impact how appealing it is to the reader
  - Have the nomination proofread before submitting
  - Use short, clear sentences
  - Spell out acronyms unless they are very common
- Imagine you are telling the nominees 'story' to a stranger, and you want them to ask for more details.

### If nominee is nominated for an Athletic Performance Award

- Summarize major competitions the nominee participated in during the qualifying season. In addition, explain what attributes and characteristics they exhibit that make them worthy of receiving this award.

### If nominee is nominated for a Sport Excellence or Leadership Award

- Describe how the nominee supports and demonstrates sport values: a respect for the game, a true love of sport, respect for others, and a commitment to fair and ethical sport. For the Business and Sport Excellence award, describe the business's contribution to the athlete, teams or program. Illustrate what was made possible by virtue of the business's support and identify any visible, active, ongoing senior management and employee support for sport

### If nominee is nominated for a Spirit in Sport Award

- Illustrate how the nominee made a positive difference in sport without personal gain to inspire, motivate, and capture the spirit in sport within a team, club, or community; either a one time event or ongoing contribution.

# Athletic Performance Awards

These awards are intended to recognize and celebrate outstanding athletic performance

## ELIGIBILITY

Each nominee must be a member of a Lethbridge sport organization or an individual who trains at a Lethbridge sport facility. Must demonstrate LSCAA values as measured by the respect for the game, a love of sport, respect for others, and a commitment to fair play and ethical sport, and who has not been the award recipient for the nominated award in the past two years.

### JUNIOR FEMALE ATHLETE

These awards are presented to a female athlete, considered in their sport to be at a Junior Level, who exhibits the highest level of skill, performance and dedication to their sport at their level of competition.

### JUNIOR MALE ATHLETE

These awards are presented to a male athlete, considered in their sport to be at a Junior Level, who exhibits the highest level of skill, performance and dedication to their sport at their level of competition.

### SENIOR FEMALE ATHLETE

These awards are presented to a female athlete, considered in their sport to be at a Senior Level, who exhibits the highest level of skill, performance and dedication to their sport at their level of competition.

### SENIOR MALE ATHLETE

These awards are presented to a male athlete, considered in their sport to be at a Senior Level, who exhibits the highest level of skill, performance and dedication to their sport at their level of competition.

### MASTER ATHLETE

This award is presented to an athlete considered in their sport to be at a master or veteran level, who exhibits the highest level of skill, performance and dedication to their sport at their level of competition.

### ATHLETE WITH A DISABILITY

This award is presented to an athlete with a disability who exhibits the highest level of skill, performance, and dedication at their level of competition

### SPECIAL OLYMPICS ATHLETE

This award is presented to a male or female athlete who competes in at least one Special Olympic sport, who exhibits the highest level of skill, performance and dedication to their sport at their level of competition.

### AMATEUR TEAM

This award is presented to a male or female amateur team, who exhibits the highest level of skill, performance and dedication to their sport at their level of competition.



# Sport Excellence Awards

These awards are meant to recognize and celebrate an outstanding contribution to the betterment of sport.

## ELIGIBILITY

Each nominee must be involved with sport within Lethbridge and be a leader who supports and demonstrates Lethbridge Sport Council values of integrity, inclusiveness, personal growth and development, cooperation, advocacy, and a positive image for sport, who has not received this award in the past two years.

### COACHING EXCELLENCE - COMMUNITY

This award is presented to an individual who has made outstanding contributions developing athletes at a grassroots level or competing at a community, regional, or provincial level (i.e., Active Start, FUNdamentals, Introduction to Sport and Learn to Train stages). This coach creates an environment for optimal skill development, fair play, and fun. The recipient of this award exemplifies dedication and leadership that allows children and youth to grow and develop as athletes in Lethbridge. Nominations are open to all paid or unpaid coaches.

### COACHING EXCELLENCE - HIGH-PERFORMANCE

This award is presented to an individual who is recognized as a leading coach in their sport and has achieved outstanding coaching performances at a national or international level. The recipient of this award exemplifies dedication and leadership that allows athletes and sports teams to improve sport performance in Lethbridge. Nominations are open to all paid or unpaid coaches.

### OFFICIATING EXCELLENCE

This award is presented to an official who is registered with a local, provincial, or national sport association and has demonstrated outstanding commitment and excellence in their role as an official in their chosen sport. The recipient of this award exemplifies dedication and leadership that is consistent with LSCAA values. Nominations are open to all paid and unpaid officials.

### VOLUNTEER IN SPORT

This award is presented to a volunteer of a Lethbridge sport organization or a volunteer at a sport organization which trains at a Lethbridge sport facility who has made an overwhelming contribution to Lethbridge sport that is consistent with LSCAA values in the areas of leadership, sport development, innovation, and growth.

### DR. GARY BOWIE SPORT EVENT EXCELLENCE

This award is presented to an individual, organization, or event to honour their outstanding contributions towards Lethbridge's strong reputation for quality event hosting.

### BUSINESS AND SPORT EXCELLENCE

Awarded to a business which has demonstrated understanding, a sincere interest, and both monetary and personal development support for a community athlete, team, or sport initiative or program. The support offered by the business should not be measured by dollar value but measured in terms of the impact that it had on the sport community, allowing a sport organization to make a change, advance, develop, diversify or grow.



# Leadership Awards

These three awards are meant to recognize and celebrate an individual or organization's outstanding contribution to the betterment of sport.

## ELIGIBILITY

Each nominee must be involved with sport within Lethbridge and be a leader who supports and demonstrates Lethbridge Sport Council values of integrity, inclusiveness, personal growth and development, cooperation, advocacy, and a positive image for sport, who has not been the award recipient for the nominated award in the past two years.

### SHAUN WARD SPORT CHAMPION

This award is named in honour of Shaun Ward, who over the many years as City of Lethbridge Alderman and before that as a citizen of Lethbridge has been an enthusiastic and respected champion of the community sport sector.

The lifetime achievement award recognizes the outstanding contribution of a sport leader who exemplifies LSCAA values as demonstrated in ground breaking organizational leadership, innovative practices, influential communications, cutting edge sport marketing or positioning of the community sport sector.



### SPORT ADMINISTRATOR

This award is presented to a sport administrator (paid or voluntary) who has made an overwhelming contribution to Lethbridge Sport that is consistent with the Lethbridge Sport Council vision, mission, and values.

### SPORT ORGANIZATION

This award is presented to a community sport organization incorporated under the Alberta Societies Act (not-for-profit organization) who exemplifies LSCAA values as demonstrated by organizational leadership, evidence of fiscal responsibility, innovative practices, effective internal and external communications, and cutting edge practices in the sport sector that have successfully lifted the profile of their particular sport and sport generally.



[www.lethbridgesportcouncil.ca](http://www.lethbridgesportcouncil.ca)

# Spirit in Sport Awards

These two awards honour outstanding community sport heroes for their character and actions that help grow and shape sport in our community.

## ELIGIBILITY

Each nominee must support and demonstrate Lethbridge Sport Council values of integrity, inclusiveness, personal growth and development, cooperation, advocacy, and a positive image for sport. Contributions may span a time frame earlier than the current award year.

### KNUD PETERSEN SPIRIT IN SPORT AWARD

In 2015 this award was renamed in honour of Knud Petersen, who was the first recipient 2010. Knud has been passionately involved in sport in Lethbridge for decades as an athlete, organizer, supporter, volunteer, philanthropist, sponsor, advocate, coach and referee.

This award recognizes and celebrates a community hero who, in the pursuit of sport or support of sport, has demonstrated values such as dedication, perseverance, sportsmanship, respect for others and a true love of sport. This category showcases the magic that lives within sport to inspire, motivate, and capture the hearts and minds of the community.

### SERVUS CREDIT UNION OUTSTANDING SPORT CITIZEN

This award is presented to a youth who participates in sport as an athlete, mentor athlete, official, amateur coach, or in any other capacity that enhances their sport environment. This young person exemplifies the LSCAA values of integrity, inclusiveness, personal growth and development, cooperation, advocacy, and a positive image for sport.



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# Criteria for Selection Jury

Date: \_\_\_ / \_\_\_ / \_\_\_

Nominee Name:

Jurors' Name:

Category:

Using the appropriate box below, please rank nomination on a scale of 1-5, where 1=weak and 5=strong

### Athletic Performance Awards

Nominee exhibits highest level of skill, performance and dedication to their sport at their level of competition in the following areas:

Competition Results	1	2	3	4	5
Depth of Field	1	2	3	4	5
Other Related Achievements	1	2	3	4	5
Overall Performance (training + competition)	1	2	3	4	5
Nominee demonstrates respect of the game, a love of sport, respect for others, a commitment to fair play and ethical sport	1	2	3	4	5

### Sport Excellence/Leadership/Business Awards

Nominee has had an outstanding contribution to the betterment of sport in the following areas:

Impact on sport at their level	1	2	3	4	5
Personal Contribution	1	2	3	4	5
Other Related Achievements	1	2	3	4	5
Nominee demonstrates respect of the game, a love of sport, respect for others, a commitment to fair play and ethical sport	1	2	3	4	5

### Spirit In Sport Awards

Nominee exhibits character and action that help grow and shape sport in the following areas:

Enhances Sport Environment	1	2	3	4	5
Exemplifies value of integrity, inclusiveness, personal growth and development, co-operation, advocacy and positive image of sport	1	2	3	4	5
Demonstrates dedication, respect for others, a true love of sport, inspires and captures the hearts and minds of the community.	1	2	3	4	5
Nominee demonstrates respect of the game, a love of sport, respect for others, a commitment to fair play and ethical sport	1	2	3	4	5

Total:

## Additional Comments

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ACHIEVEMENT AWARDS

## Lethbridge Sport Council

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Twitter: @LethbridgeSport  
Facebook: @LethbridgeSport  
Instagram: @lethbridgesport  
LinkedIn: Lethbridge Sport Council

**Ready to submit a nomination?**

Click here to be go to the online form on our website