



CS – REC

Department of Community Services – Recreation Division

**City of St. John's
Building Healthy Communities at Memorial
Volunteer Award Application 2017**

ELIGIBILITY CRITERIA AND NOMINATION REQUIREMENTS:

SECTION 1

The Building Healthy Communities Volunteer Award recognizes individuals or groups who have volunteered their time to promote recreation and leisure opportunities within the City of St. John's. These opportunities enhance the community and increase the quality of life for residents.

The winner will be recognized at the City of St. John's Annual Volunteer Reception on April 06, 2017.

Eligibility Criteria:

1. Nominee must be a registered student attending Memorial University in the 2016-2017 academic year.
2. All achievements reflected in the nomination must be voluntary/unpaid in nature
3. Volunteer service must improve the quality of life and well-being of citizens through recreation and leisure either by
 - supporting active healthy lifestyles
 - creating vibrant communities and promoting an enhanced quality of life through the delivery of programs and services

Nomination Requirements:

1. Submission of fully completed nomination form by nominator.
2. One additional reference letter from someone other than the nominator. This reference cannot be a member of the Nominee's immediate family.
3. Nominator must discuss nomination with nominee, to avoid multiple nominations for one individual and confirms the nominee has approved of the nomination.
4. Submit nomination form and reference letter by the deadline of: **4:30 p.m. on Wednesday, March 22, 2017**

Selection Process:

A Selection Committee from the City of St. John's will review all nominations and select recipient(s). All decisions will be final.

NOMINEE INFORMATION (PLEASE PRINT):

SECTION 2

Name: _____

Address: _____ Postal Code: _____

Telephone: (Home) _____ (Mobile) _____ E-mail: _____

Date of Birth: (yyyy/mm/dd) _____

1. Please list the type of volunteer service this individual or group has contributed to the community in 2016. How long has this person or group been volunteering in this role?

2. Describe the demonstrated qualities, initiative and community involvement of the nominee (include any outstanding work, achievements, news clips, supporting documents, photos, etc.)

3. Describe the benefit to the community the contributions of the volunteer/group.

4. Provide a real life example of how the nominee has made a difference through his/her/their volunteer actions.

NOMINATOR INFORMATION:

SECTION 3

I have discussed and received approval from the nominee to submit this nomination application Yes

Name: _____ Relationship to Nominee: _____

Nominating Group: (if applicable) _____

Address: _____ Postal Code: _____

Telephone: (Work) _____ (Home) _____ (Mobile) _____

E-mail: _____

Please send completed form to:

Doug Halliday
 Leadership, Training & Volunteer Fieldworker
 Recreation Division
 Crosbie Building, 1 Crosbie Place
 P.O. Box 908
 St. John's, NL A1C 5M2
 or
 E-mail: dhalliday@stjohns.ca
 For more information call: 709-576-8628

Please ensure the following:

- One additional reference letter is attached
- Nomination form is completed
- Any supporting documents are attached

Deadline for nomination documentation is **4:30 p.m. on Wednesday , March 22, 2017**

Number of included pages: _____