



## Appendix 1

### **GUIDELINES FOR THE IWS VOLUNTEER OF THE YEAR**

In considering your nomination for this award it may be helpful to view the candidate in relation to the following Guidelines.

**Background Record (IWS & Other)** – years of service, positions held and experience within the IWS organisation and management structure – local committees, county committee, national committees and commissions.

**Skills and Competencies, Specialised Expertise** – qualifications obtained, knowledge of IWS purpose & function, judgement, reliability

**Recent and Past Achievements, Drive and Commitment** – application of skills and competencies and behaviour, competitions, other activities, industry and zeal, anticipation and planning, training, managing and developing children,

**General Assessment of Nominee to Receive the Award**

- **(Industry/Zeal)** - eager, enthusiastic, keen and persistent in the pursuit of an effort, task or objective.
- **(Initiative)** – Originates action and displays an innovative and resourceful attitude to work, welcomes responsibility.

- **(Reliability)** – Confident, dependable and trustworthy in the work situation.
- **(Integrity)** – honest and upright in mutual dealings. The capacity to perceive and approve or disapprove of what is right and wrong.
- **(Co-operation/Tact)** – Works in harmony with others as a team member. Able to contribute using discretion.
- **(Oral Expression)** – The ability to communicate confidently, coherently and concisely both verbally.
- **(Written Expression)** – The ability to communicate confidently, coherently and concisely in writing.
- **(Commitment)** – Conscientious and selfless attitude to the execution of duties while dedicated and supportive of subordinates and superiors alike.
- **(Leadership)** – The ability to direct, conduct, manage and inspire subordinates in order to attain objectives.
- **(Judgement/Common Sense)** – Mentally flexible, imaginative and realistic. Thinks logically and makes practical and sound recommendations and decisions.
- **(Professional Ability)** – The training, skills, experience and confidence commensurate with the present appointment.

**(Organising and Administrative Ability)** – The capacity and foresight to plan so as to meet the needs of any situation. Able to recognise priorities and delegate intelligently.

- Outstanding dedication and commitment.
- Strongly supportive.
- Enormous personal input to every project they are involved in.
- Goes beyond that of traditional IWS volunteer.
- Member of Council?
- Member of Water Safety Area Committee (WSAC)
- Member of Commission
- Member of Working Group
- Total commitment and belief that individual contributions can and do make a significant difference.
- Her/his forward thinking, enthusiasm, and conclusiveness which not only gives great encouragement and motivation to all around but
- Tireless to keep the Co. Committee working well. Massive inputs of time and effort.
- A successful and thriving Co. Committee. A result of her/his refusal to give up.
- (S)he is largely responsible for the position of strength the Co. Committee finds itself in
- Who could have foreseen the ever growing number of people
- Her/His contribution to the success cannot be underestimated.
- Vast experience allied to the knowledge of the workings of IWS at local and national level.

- Innovation and enthusiastic as representative or organiser of committees, boards, teams, groups – organise monthly meetings, minute them, compile and circulate minutes.
- Training of youth and seniors. Establishing training schemes.
- Personal achievements including national and international acknowledgements.
- Role in IWS. Key member of the organisation at local and national level. Activities involved in.
- IWS is indebted to the hard work, time, skills, competencies which (s)he has dedicated to the enjoyment of the water for the general public and IWS members and the interest of the whole community
- A “hands on” person
- An up to date CV would be helpful in considering the individual.

## Appendix 2 - Qualifications

Qualifications that the Candidate may have, which should be listed in the Nomination Form:

1. Instructor
2. Assistant Swim Teacher
3. Swim Teacher
4. Examiner
5. Risk Assessor
6. Swim Tutor

7. Lifeboat Inspector
8. National Referee
9. International Referee (Please state type)
- 10.Sports Coach
- 11.Fundraiser
- 12.Organiser
- 13.AED Instructor
- 14.AED Tutor
- 15.Lifeboat Instructor
- 16.Lifeboat Tutor

#### Appendix 3 – Nomination Form

#### Appendix 4 – Judging Panel

Life Governors: Captain Liam Kirwan; Former Garda Commissioner, Eamon Doherty; Mr. David Kenneally and Lt Cdr John F M Leech, CEO IWS.