

The Living Treasure Award Nomination

Introduction

Included in this document is the following important information for nominators to read prior to completing the nomination:

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About the Award

The Royal Children's Hospital Auxiliaries have a heritage that is unique and iconic in Victoria, if not Australia, in what has been achieved by its members since 1922. Miss Mary Guthrie founded the Royal Children's Hospital Auxiliaries and remained a member until her death in 1931. The passion and dedication to achieve as well as the pursuit of philanthropic endeavours set the foundations for the establishment of the wonderful institution of auxiliaries that has stood the test of time.

The Living Treasure Service Award was established to recognise Auxiliary members who have dedicated themselves and made a significant contribution to their Auxiliary. Auxiliary members are encouraged to nominate a person to receive this esteemed award. While the selection criteria will have certain requirements that need to be satisfied, we particularly want to honour our quiet achievers. This prestigious honorary award is a means of recognising an Auxiliary member's dedication and extraordinary service to The Royal Children's Hospital Auxiliaries and through this, their commitment to making sick kids better.

Selection process and presentation of the award

The Auxiliaries Executive Committee (AEC) is the selection panel for the Living Treasure Service Award.

Nominations are discussed each year by the AEC at its first meeting after nominations close.

Our Living Treasures are made up of quiet achievers without whom great things would never come to pass. They have devoted themselves to their Auxiliary and have therefore had a significant impact on their Auxiliary's contribution to the Royal Children's Hospital.

We also know that there are retired Auxiliary members out there that may have regretfully been forgotten. Let us find and recognise them potentially as a Living Treasure.

The Living Treasure Award aims to reflect the Auxiliaries' diversity and endeavours to include representatives from across Victoria, varying cultural backgrounds and demographics, and a wide range of fields of service, expertise and opportunities for volunteer fundraising. Decisions about recipients of the Living Treasure Service Awards will be based on the selection criteria.

Multiple awards may be presented in one year, or the AEC may decide that no nomination meets the selection criteria. Recipient/recipients are chosen at the discretion of the AEC, based on the information provided in the nomination form.

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AUXILIARIES

— SINCE 1922 —

Nomination process and guidelines

Being nominated for the Living Treasure Award is a great honour. This is an opportunity to recognise and reward a person who has worked tirelessly and effectively for their Auxiliary.

Nominations for the award can only be submitted by Auxiliary members.

You are invited to nominate an Auxiliary member whom you believe makes their Auxiliary stronger and better because of THEIR presence and involvement. You may be aware of that one person or persons who are the quiet achievers, who are always available when required, and unselfishly give their time freely to assist when needed.

To be eligible, the nominee must meet the Selection Criteria as detailed in this document and have been an active member of an Auxiliary for at least 5 years.

Presentation of the award will not be based on the amount of money raised by an Auxiliary or by any specific member.

An individual need only be nominated once in any given year for consideration in that year. The number of nominations received per nominee bears no weight in the selection process.

Award winners will be selected by the AEC at its first meeting after nominations close. The AEC's decision is final.

All nominations will remain confidential.

Selection Criteria

In choosing the recipients of the Living Treasure Award, regard is given to the nominees' achievements over a number of years and ongoing contribution to their Auxiliary.

Nominated member selection criteria will be assessed against the following

- **Involvement and engagement**
The member is in good standing with an Auxiliary and has demonstrated engagement across varied facets of fundraising for their Auxiliary for at least 5 years.
- **Reflects the values of Auxiliaries and the RCH Foundation**
The member reflects the values of Auxiliaries and the RCH Foundation in their actions and their commitment to their Auxiliary.
- **Achievement and accomplishment**
Demonstrated success in making a significant contribution to their Auxiliary's Fundraising. This person has demonstrated extraordinary service to their Auxiliary.

Eligibility Criteria

- Nominees must be Auxiliary members or people who have made a significant contribution to Auxiliaries and had a strong association with Auxiliaries through affiliated organisations
- Self-nominations will not be accepted
- Unsuccessful nominees may be re-nominated in subsequent years

Closing date for nominations each year is the last business day in May

If you need assistance submitting a nomination, please contact the Auxiliaries Liaison Officer lucia.dimaio@rch.org.au or 03 9345 5188

About the Nomination Form

All nominations are to be submitted on the Living Treasure Award Nomination Form.

Please ensure the nomination form is correctly completed. Incorrect or incomplete forms will not be eligible for consideration.

All nomination forms will be retained by the Auxiliaries Executive Committee.

Please provide as much accurate information as possible. Your nomination form will be presented to the AEC for consideration.

Submitting your nomination

Lucia Di Maio
Auxiliaries Liaison Officer
RCH Foundation
Level 2, 48 Flemington Road
Parkville, VIC 3052
lucia.dimaio@rch.org.au

Living Treasure Award Nomination

Nominee Details

Name	
Auxiliary /Organisation	
Position (if applicable)	
Address	
Phone	
Email	
Length of Auxiliary membership	

Details of Nomination

Tell us about your nominee. Please provide as much accurate information as possible. Use separate sheets if necessary, but please ensure that you provide the information required. Incomplete forms will not be eligible for consideration. This form is what will be presented to the Auxiliaries Executive Committee for consideration.

Please provide information on how the nominee contributes to their Auxiliary and how they have demonstrated excellence. Include examples that demonstrate that the nominee reflects the values of Auxiliaries and the RCH Foundation and personal attributes that make them a valued member of their Auxiliary.

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Your Details - Please provide the details of the person making the nomination.

Name	
Auxiliary	
Position (if applicable)	
Address	
Phone	
Email	

Seconder - Please provide the details of another Auxiliary member who supports this application.

Name	
Auxiliary	
Position (if applicable)	
Address	
Phone	
Email	

Declaration

I/we, the undersigned submit the above nomination for the Living Treasure Award. The information provided is in good faith and is correct to the best of my/our abilities. I/we understand that all nominations for the award will be considered on the information provided. The successful nomination will be selected by the Auxiliaries Executive Committee and their decision will be final.

Signature		Date	
Signature		Date	

Submit nominations by the closing date by email (preferred) lucia.dimaio@rch.org.au

or post to: Lucia Di Maio
 Auxiliaries Liaison Officer
 RCH Foundation
 Level 2, 48 Flemington Road
 Parkville, Vic 3052

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