



SPORT AUSTRALIA  
HALL *of* FAME  
SCHOLARSHIP & MENTORING PROGRAM

## **SELECTION COMMITTEE POLICY**

Proudly supported by



*Last updated: May 2022*

**This Policy is made by the Board under the Sport Australia Hall of Fame (SAHOF) Constitution in pursuit of the objects of SAHOF and in the best interests of SAHOF and its Members. It is subject to, and should be interpreted in accordance with, the SAHOF Constitution.**

## **1. Definitions and interpretation**

In this Policy:

**Applicant** means the person applying for the Scholarship and has not yet been successful.

**Application** means the application form or nomination form.

**Board** means the Board from time to time of SAHOF as described in the Constitution.

**CEO** means the Chief Executive Officer from time to time of SAHOF.

**Chair** means the Chair from time to time of SAHOF.

**Closing Date** is the date for the close of nominations for each year and is the date shown in **clause 7.1**.

**Committee** means the S&MP Committee formed by SAHOF to considering applications for Scholarships.

**Committee Chair** means the Chair from time to time of the Committee.

**Constitution** means the Constitution of SAHOF.

**Manager** means the person appointed to manage the S&MP.

**Members'** means persons admitted into the Athlete or General categories of SAHOF Membership under the Constitution but for the purposes of this Policy does not include Confederation of Australian Sport Inc. (CAS) and Sport Australia (SA) who are recognised as Executive Members of SAHOF.

**Mentor** means a SAHOF Member who has been approached and asked to be available and agreed to be a Mentor to a Scholarship Holder for the duration of the S&MP.

**NOMS Committee** means the Nomination Committee appointed by the Board.

**Opening Date** is the date for opening of nominations for each year and is the date shown in **clause 7.1**.

**Relevant Sporting Organisation (RSO)** means an Australian sporting organisation generally recognised as being the organisation having primary responsibility for a sport or sporting discipline or under whose auspices a particular sport or sporting discipline operates or is conducted.

**SAHOF** means The Sport Australia Hall of Fame Limited (ABN 43 077 728 897).

**SAHOF Staff** means non-managers employed by SAHOF.

**S&MP** means the Scholarship & Mentoring Program

**Scholarship Holder** means a successful applicant in and to the S&MP.

**Selection Day** means the day described in **clause 7.1**.

## **2. Establishment of the Committee**

2.1. SAHOF has established the Committee to consider all applications for a 12-14-month Scholarship in the S&MP.

### **3. Purpose of the Committee**

- 3.1. The Committee will:
  - 3.1.1. consider all applications that meet the eligibility criteria and are submitted within the deadlines and/or before all funds have been exhausted, whichever comes first;
  - 3.1.2. select from applications, the final number of scholarships under the guidelines set out in this policy; and
  - 3.1.3. refer selected applicants to the Board for ratification.

### **4. Membership of the Committee**

- 4.1. Committee members will be suggested by SAHOF management, in collaboration with the Committee Chair and will be proposed to, and reviewed by, the NOMS Committee before sending to the Board for consideration for appointment.
- 4.2. Membership of the Committee shall consist of:
  - 4.2.1. Up to five Members Athletes/General (voting)
  - 4.2.2. Up to one additional expert (voting) (as per clause 4.11)
  - 4.2.3. Up to two SAHOF staff including the Manager (voting) and
  - 4.2.4. The CEO (ex-officio) (non-voting).
- 4.3. The NOMS Committee and Board will consider the principles of equity and diversity in considering and making appointments to the Committee.
- 4.4. The Board shall appoint the Committee Chair, who must be a SAHOF Member. In his or her absence, and where it is impractical for the Board to appoint a substitute Committee Chair the Committee may appoint a Committee Chair from among its members.
- 4.5. The Manager shall act as Secretary of the Committee.
- 4.6. Committee members should have a general knowledge of the history and traditions of sport in Australia and knowledge of a variety of sports disciplines, events, competitions, and competitors.
- 4.7. A quorum for a meeting of the Committee shall be three members of the Committee.
- 4.8. Where a Committee member is unavailable to attend Selection Day, the Committee Chair and/or Manager may approach another SAHOF Member to attend and vote on their behalf.
- 4.9. Subject to approval of the NOMS Committee and/or Board, the Manager and Committee Chair may appoint any eligible person to fill a casual vacancy on the Committee.
- 4.10. The NOMS Committee and/or Board may require a member of the Committee to resign where in the opinion of the NOMS Committee and/or Board, the Member is unwilling or is deemed incapable of effectively or properly performing the duties required of a Committee Member. If so required, the Member must immediately resign from the Committee.
- 4.11. The NOMS Committee and/or Board may from time to time upon the recommendation of the Committee Chair appoint to the Committee a person not being a Member of SAHOF who is respected in the sporting community and regarded as being highly informed on the subject of sports generally.

### **5. Term**

- 5.1 Subject to clause 6, a Committee member shall hold office for a period of five years or until the appointment of a successor whichever is sooner.
- 5.2 Committee members may be re-appointed but unless otherwise agreed by the NOMS Committee and/or Board may not serve more than two consecutive terms.

## **6. Retirement of Selection Committee Members**

Unless otherwise determined by the NOMS Committee and/or Board, Committee members shall retire by rotation at the expiration of terms. To enable continuity in the Committee a process of rotation shall be established with retirements scheduled to support continuity of knowledge. The NOMS Committee and/or Board in consultation with the Committee Chair shall determine rotations and when Committee members retire.

## **7. Process**

7.1. The process is as follows:

Opening Date: As determined by Manager.

Closing Date: 2-4 weeks after applications opening.

Selection Day: Annually for each Tier and as determined by Manager.

7.2. Applications will be sought from Members, RSOs and other interested persons and bodies. Applications may be promoted through print, website, social media, and other means of communication.

7.3. Immediately after the closing date, applications for Tier 1 and 2 will be collated and distributed to the Committee for review prior to Selection Day.

7.4. Applications will not be accepted or considered if the applicant does not meet the eligibility criteria and/or submits the application after the closing date and/or the funding has been exhausted.

7.5. The Committee and Manager reserve the right to change the conditions of the S&MP. Such decision will be final.

7.6. Previous Scholarship Holders can re-apply providing they meet the S&MP Eligibility Criteria.

## **8. Selection Process**

8.1. The Manager and SAHOF staff will determine the eligibility of all applications to ensure they meet the criteria/eligibility.

8.2. The Committee will consider applications against the criteria set out in this Policy.

8.3. A maximum of up to six scholarships may be awarded along with Mentors for Tier 1.

8.4. A maximum of up to ten scholarships may be awarded with no Mentor for Tier 2.

8.5. A maximum number as determined by the Committee may be awarded with no Mentor for Tier 3.

8.6. Selected Tier 1 Scholarship Holders will be invited to formally accept their Scholarship at an Awards function (if held) along with meeting their Mentor.

8.7. Selected Tier 2 Scholarship Holders may be invited to accept their Scholarship at an Awards function (if held). This process will be discussed and determined by the Committee, Manager and CEO.

8.8. Selected Tier 3 Scholarship Holders may be invited to accept their Scholarship at an Awards function (if held). This process will be discussed and determined by the Committee, Manager and CEO.

8.9. Whilst it is preferred that only one person per sport is selected for Tier 1, the Committee may, in exceptional circumstances vary this preference.

8.10. The Committee, Manager and voting members will take into account the principles of diversity in considering nominations and selections i.e.: sports (high and low profile, Olympic, non-Olympic, Paralympic, non-Paralympic), gender etc. to accurately reflect the broad national sporting athletes.

- 8.11. The Committee may establish further procedures to regulate its selection process.
- 8.12. Due to natural causes and disasters including, pandemics (e.g. COVID-19), bushfires etc. the Committee reserves the right to void requirements to meet criteria 9.1.2.5 and 9.2.2.5.
- 8.13. Only Committee members present at the Selection day meeting are entitled to vote. Committee Members may submit recommendations for consideration by the Committee or have a Member vote on their behalf (refer to clause 4.7).
- 8.14. The decisions of the Committee in relation to the selection of any Scholarship in any Tiers are final and cannot be disputed.
- 8.15. The Manager will advise the names of the selected Scholarship winners to the Board for approval.

## **9. Criteria for Selection**

### **9.1. SAHOF S&MP Tier 1**

9.1.1. Selection as a Tier 1 Scholarship Holder is limited to up to a maximum of six applicants who have displayed in their application the following eligibility criteria and show to have a real need and desire for a Mentor and the Scholarship.

9.1.2. Applicants must:

- 9.1.2.1. be an Australian Citizen (residents cannot apply)
- 9.1.2.2. be between the ages of 15 – 21 as of December 31 of the year applying
- 9.1.2.3. be a participant in a sport recognised by either Sport Australia (SA), the Australian Olympic Committee (AOC) and/or Paralympics Australia (PA)
- 9.1.2.4. have competed at International junior level or National senior level in their chosen sport (where applicable)
- 9.1.2.5. be a member of the Australian junior or senior squad/team in their chosen sport (where applicable)
- 9.1.2.6. apply for both Tier 1 and Tier 2 to ensure they are considered for Tier 2 should they not be successful in the Tier 1 applications. If the applicant does not want to be considered for Tier 2, their application will automatically be considered for Tier 3
- 9.1.2.7. must complete the form themselves. No third party can apply on the applicant's behalf (if the applicant is overseas, unavailable or incapable, a third party can apply on their behalf however, must provide reason).

### **9.2. S&MP Tier 2**

9.2.1. Selection as a Tier 2 Scholarship Holder is limited to up to a maximum of ten applicants who have displayed in their application the following eligibility criteria and show they have a real need for the Scholarship.

9.2.2. Applicants must:

- 9.2.2.1. be an Australian Citizen (residents cannot apply)
- 9.2.2.2. be between the ages of 15 – 21 as of December 31 of the year applying

- 9.2.2.3. be a participant in a sport recognised by either SA, AOC and/or PA
- 9.2.2.4. have competed at International junior level or National senior level in their chosen sport (where applicable)
- 9.2.2.5. be a member of the Australian junior or senior squad/team in their chosen sport (where applicable)
- 9.2.2.6. must complete the form themselves. No third party can apply on the applicant's behalf (if the applicant is overseas, unavailable or incapable, a third party can apply on their behalf however, must provide reason).

### 9.3. S&MP Tier 3

9.3.1. Selection as a Tier 3 Scholarship Holder is limited to up to a maximum number as determined by the Committee. Funds have been put aside for compassion/hardship and is up to the discretion of the Committee and Manager as to how these funds are granted. Applicants for Tier 1 and Tier 2 will be automatically considered for Tier 3 if they have been unsuccessful in their desired Tier application. Applicants must apply for Tier 1 and Tier 2 and be unsuccessful to be considered for Tier 3. There will be no separate application process for Tier 3. They must also meet the following eligibility criteria.

9.3.2. Applicants must:

- 9.3.2.1. complete an application for Tier 1 and 2 or Tier 2; and
- 9.3.2.2. show compassion, hardship and athletic drive to be considered.

### 9.4. The Committee:

- 9.4.1. may consider an applicant who is part of a team on the same basis as it considers any individual application;
- 9.4.2. will consider in addition to a candidate's individual achievements, that person's integrity, sportsmanship, character, current support system and financial position;
- 9.4.3. may refer an application received from an individual or third party to the RSO to verify details which have been attributed to an applicant;
- 9.4.4. may seek advice from the RSO where two or more applicants in respect of the same sport or sporting discipline are under consideration;
- 9.4.5. may, at its discretion determine how funds are granted to each applicant; and
- 9.4.6. may apply discretion in determining successful applicants and may request evidence in exceptional circumstances where an applicant is unable to meet the selection criteria.

## 10. Criteria Certification and Publication

- 10.1. The Manager at the end of the meeting will formalise the results of voting and present these to the Board for its approval.
- 10.2. Once approved by the Board, the Manager will commence the appropriate tasks to formalise selection.

## **11. Confidentiality**

Subject to any arrangements which the Board may approve, no member of the Board, the Committee or SAHOF Staff shall divulge or disclose the results or other particulars of the selection process at any time.

## **12. Amendments**

The Board reserves the right to revoke, alter or amend this policy at any time. The Committee may also recommend changes to the NOMS Committee and/or Board.