

## INTRODUCTION

The Australian Calisthenics Federation (ACF) is committed to recognising and celebrating the outstanding contributions of individuals who have significantly enhanced the quality, and spirit of our sport. In pursuit of this, the ACF proudly presents five prestigious awards annually. These awards not only acknowledge exceptional dedication and effort, but also highlight the recipients as exemplary role models within the calisthenics community.

The awards include:

- ACF Coach of the Year
- ACF Official of the Year (Adjudicators and Examiners)
- ACF Volunteer of the Year
- ACF Hall of Fame Awards
  - ACF Diamond Coach
  - ACF Diamond Adjudicator

These honours are designed to appreciate the tireless work of coaches, officials and volunteers who have devoted a significant amount of their time to advancing calisthenics. The evaluation for these awards goes beyond achievements in the immediate year, taking into consideration the nominees' sustained contributions and enduring impact on the sport.

Through these awards, the ACF aims to inspire others by showcasing the dedication and excellence of its members, thereby fostering a culture of continuous improvement and commitment within the calisthenics community.

## Who Can Nominate?

We welcome nominations from:

- State Members;
- State Coaching bodies;
- State Branches of Adjudicators Society of Calisthenics (ASCA);
- Examiners Advisory Board;
- ACF Board of Directors.

Individual clubs can nominate coaches and volunteers, but nominations must come through the State Member Association or the State Coaching Association. Association can nominate more than one person, and the nominees may or may not have been awarded State recognition in the same year.

## The Nomination Process

To nominate an individual for an ACF Award, please ensure the following is submitted:

- A completed nomination form for the relevant award which includes;
- A supporting statement using the template provided, outlining the nominee's history and experience against the criteria following the nomination guidelines herein and;
- Two (2) additional supporting statements of recommendation from:
  - A club official
  - State Association
  - Participant
  - Administrator
  - Parent, or
  - Another person closely involved with the nominee's work who may be outside the calisthenics community.

*(These two statements do not need to be prepared on the official template)*

These comprehensive submissions are crucial in ensuring that the contributions and dedication of the nominees are thoroughly evaluated and recognized. Your detailed and thoughtful nominations help uphold the standards of excellence and recognition that the ACF awards represent. These guidelines provide some guidance as to how best to address the criteria so that your nominee has the best possible chance of success.

## The Selection Process

The selection of award recipients is a meticulous and considered process, ensuring that the most deserving individuals are recognized for their outstanding contributions to calisthenics over a period of time. It is not confined to the year of the award. The steps for the selection process are as follows:

- The ACF Board will convene a selection panel of a minimum of three (3) panellists.
- Each of the nominations will be thoroughly reviewed against the criteria. The evaluation panel members will each allocate marks against the various criteria so can they compare the achievements across nominees. For example, if the weighting is 40 percent, they will give a mark out of 40. It is therefore important that nominations highlight as many examples of achievements as possible.
- The nominee that meets the criteria to the highest standard in each of the following categories will be chosen as the recipient for that year:
  - ACF Coach of the Year
  - ACF Official of the Year
  - ACF Volunteer of the Year
- The Hall of Fame Awards will be assessed in the same detailed manner. If more than one nomination in each category is deemed to have met each criterion at the highest standard, the ACF can, at their discretion, select more than one recipient for each of the following Hall of Fame Awards:
  - ACF Diamond Coach
  - ACF Diamond Adjudicator

This comprehensive selection process ensures that the awards reflect the highest standards of excellence and dedication, honouring those who have made significant and lasting contributions to the sport of calisthenics.

### Include Supporting Evidence In Your Claim

When preparing an award nomination, it is crucial to provide clear, specific, and demonstrable evidence that directly addresses the selection criteria. Focus on the nominee's actions, achievements, or initiatives that align with each criterion, and include measurable outcomes or changes that resulted from their contributions. To strengthen the nomination:

1. Provide **examples**: Share detailed, real-world examples of the nominee's work or impact.
2. Highlight **outcomes**: Explain the significance of their efforts by showcasing the tangible results or positive changes achieved.
3. Include **data or testimonials**: Use metrics, feedback, or statements from stakeholders to substantiate claims.
4. Be **structured**: Ensure the nomination follows a logical flow, linking each piece of evidence to the relevant criteria.

For instance, instead of saying 'The nominee demonstrated exceptional leadership,' detail how they mentored their team, implemented an innovative strategy, or achieved record-breaking results, and explain the broader impact of their leadership on the organization or community.

The examples below illustrate the difference between a generalised claim and one with supporting justification.

| Generalised Claim  | Supported Claim  |
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| <p>The nominee is highly honest and ethical in everything they do.</p> | <ul style="list-style-type: none"> <li>• <b>Demonstrating Integrity in Decision-Making:</b><br/>"The nominee consistently demonstrates honesty by making decisions that align with ethical principles, even in challenging situations. For instance, they recently upheld transparency during a financial audit, ensuring all discrepancies were disclosed and rectified promptly. This practice built trust within the organization and set a standard for accountability."</li> <li>• <b>Fair Treatment of Colleagues:</b><br/>"The nominee fosters an ethical workplace environment by treating every team member with fairness and respect. For example, they intervened to ensure equitable distribution of workload during a critical project, addressing concerns raised by junior staff members. This action reinforced a culture of fairness and collaboration."</li> <li>• <b>Commitment to Ethical Practices in External Relations:</b><br/>"In their role, the nominee exhibits unwavering honesty when engaging with external stakeholders. For instance, they recently rejected a lucrative contract that involved compromising organizational values. Instead, they advocated for transparency</li> </ul> |

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|   | <p>and sought alternative opportunities that aligned with ethical standards."</p> <ul style="list-style-type: none"> <li> <b>Maintaining Confidentiality:</b><br/>           "The nominee consistently upholds their ethical obligations by protecting sensitive information. For example, during a staff restructuring process, they maintained strict confidentiality about affected individuals, ensuring dignity and respect for all parties involved."         </li> <li> <b>Promoting Ethical Leadership:</b><br/>           "The nominee serves as a role model for ethical behavior, inspiring their team to follow suit. For example, they initiated a 'Code of Conduct' training program, which resulted in heightened awareness of ethical practices across the organization and reduced incidences of policy violations."         </li> </ul>   |
| <p>The nominee managed the club for 10 years and over that time, the club grew substantially.</p> | <ul style="list-style-type: none"> <li> <b>Strategic Membership Growth:</b><br/>           "Over their 10-year tenure as manager, the nominee developed and executed targeted membership campaigns, including introducing loyalty programs and hosting open-house events. These efforts led to a steady increase in membership, with active members doubling from 250 to 500 during this period, fostering a vibrant community within the club."         </li> <li> <b>Enhancing Financial Sustainability:</b><br/>           "The nominee successfully diversified the club's income streams by securing sponsorships from local businesses, establishing fundraising initiatives, and introducing profitable events such as annual tournaments and workshops. These measures increased the club's annual revenue by 40%, ensuring its financial stability and future growth."         </li> <li> <b>Improved Facilities and Services:</b><br/>           "The nominee prioritized the modernization of club facilities, initiating upgrades to equipment and amenities. These improvements, alongside the introduction of new services like personalized training sessions, resulted in a 30% increase in member satisfaction scores according to annual surveys."         </li> <li> <b>Expanding Community Impact:</b><br/>           "Under the nominee's management, the club expanded its outreach programs, including organizing charity events and         </li> </ul> |

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|   | <p>partnering with local schools. These initiatives not only elevated the club’s public profile but also increased participation by 25%, positively impacting the broader community."</p> <ul style="list-style-type: none"> <li> <b>Fostering a Culture of Excellence:</b><br/>           "The nominee implemented a structured framework for recognizing member achievements, such as introducing monthly awards and creating a mentorship program. This fostered a culture of excellence within the club and contributed to members' professional and personal growth, earning widespread appreciation from members and stakeholders."         </li> </ul>  |
| <p>The coach is always considerate to the club members and role models good emotional support to the members.</p> | <ul style="list-style-type: none"> <li> <b>Actively Listening and Addressing Concerns:</b><br/>           "The coach is attentive and approachable, regularly taking time to listen to members' concerns. For example, during a recent meeting, they facilitated an open discussion where members shared challenges they were facing, and they provided thoughtful advice and solutions. This created a supportive environment where members felt valued and understood."         </li> <li> <b>Supporting Members During Setbacks:</b><br/>           "The coach exemplifies emotional support by encouraging club members during difficult times. For instance, when a team member was recovering from an injury, the coach regularly checked in on their progress, offered motivational words, and adjusted training plans to suit their recovery needs, ensuring they felt included and cared for."         </li> <li> <b>Promoting Inclusivity and Respect:</b><br/>           "The coach fosters a respectful and inclusive culture by treating every member with kindness and fairness. For example, they ensured that new members were welcomed into the club by organizing team-building activities, easing their transition and making them feel like part of the community."         </li> <li> <b>Modeling Emotional Resilience:</b><br/>           "The coach demonstrates emotional resilience and serves as a role model for members. For instance, during a high-pressure competition, they maintained calm composure, encouraged positivity, and inspired members to focus on their strengths rather than dwelling on setbacks, boosting team morale."         </li> <li> <b>Recognizing and Celebrating Achievements:</b><br/>           "The coach consistently acknowledges members' hard work         </li> </ul> |

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|  | <p>and achievements, no matter how small. For example, they introduced a Participant of the Month' recognition program to celebrate individual contributions, fostering a sense of pride and emotional well-being among the team."</p>   |
| <p>The nominee shared their information and skills with the committee members.</p> | <ul style="list-style-type: none"> <li> <p>• <b>Mentorship and Training:</b><br/>"The nominee facilitated a series of workshops for committee members, sharing their expertise in financial management. For example, they provided step-by-step guidance on budgeting techniques, resulting in the committee's improved ability to manage project funds efficiently."</p> </li> <li> <p>• <b>Knowledge Sharing Through Documentation:</b><br/>"The nominee created detailed reference materials, including guidelines and templates, to assist committee members in understanding organizational processes. For instance, their documentation on event planning helped streamline the committee's preparation for the annual fundraiser, saving both time and resources."</p> </li> <li> <p>• <b>Practical Demonstrations:</b><br/>"During committee meetings, the nominee regularly conducted live demonstrations to teach members specific skills, such as using digital tools for project tracking. These sessions enhanced the committee's efficiency, with members reporting greater confidence in utilizing the technology."</p> </li> <li> <p>• <b>Encouraging Collaboration:</b><br/>"The nominee actively encouraged knowledge-sharing within the committee by fostering an environment of collaboration. For instance, they initiated peer-to-peer skill-sharing sessions, allowing members to exchange expertise and collectively solve challenges, leading to a more cohesive and effective team."</p> </li> <li> <p>• <b>Providing Ongoing Support:</b><br/>"The nominee made themselves available for one-on-one mentoring, addressing individual queries and challenges faced by committee members. For example, they guided a member on preparing grant applications, which resulted in a successful submission and subsequent funding for the committee's project."</p> </li> </ul> |

Note: These are presented as examples only and should not be copied for any nomination.

The extra detailed information and examples:

- allow the assessment panel to compare the extent to which the nominee has contributed;
- validate the claim.

Feel free to use the same example to support 2 or more criteria; you just need to restate it in the additional criteria again and link the examples to it.

### Address Each Criterion with Precision

Read the nomination criteria carefully and only address that criteria. For example. If you are nominating a person for Volunteer of the Year, do not include their coaching experience. The nominee is most likely paid for that role and sits outside the definition of 'volunteer'. You don't lose points for the extra irrelevant information, but it distracts from the relevant information.

### Use Bullet Points

Note the bullet points in the above examples. Listing the detailed achievements in bullet points is much easier to write and easier to read. The points you are making 'jump out'.

### Maintaining Objectivity in Nomination Writing

To ensure the nomination remains anonymous for the panellists, refrain from using the nominee's name within the body of the nomination. Instead, refer to them solely as 'the nominee' throughout the write-up. This approach supports objectivity, as the evaluation panel will focus exclusively on the nominee's accomplishments rather than their identity.

### Presenting the Awards

Where possible, all awards are presented at an ACF National Competition or Event. This provides a fitting stage to honour the exceptional contributions of award recipients in front of the national calisthenics community. The awards ceremony is a highlight of any ACF Competition or Event, celebrating the dedication, hard work, and excellence of individuals who have significantly enhanced our sport.

In 2025, this years awards will be presented live at AusCaliCarnivale in Adelaide in July. In the event a successful nominee is not able to attend this event, the ACF Chair will contact the winner to congratulate them and ask to a pre-recorded acceptance speech video that will be played instead.

### Completed Nominations

We strongly encourage you to take the time to nominate an outstanding contributor. These awards represent the pinnacle of achievement within our sport. They are highly valued by the recipients, bring immense pride to the individual and their state, and set a benchmark for excellence for others in the calisthenics community.

Your nominations are crucial in recognizing and celebrating the extraordinary efforts of those who inspire and elevate the sport of calisthenics. By nominating deserving individuals, you help uphold the spirit of excellence and dedication that these awards symbolize.

Please send your completed nominations using the correct template to: [ACFawards@calisthenicsaustralia.com.au](mailto:ACFawards@calisthenicsaustralia.com.au)

Nominations Close **8pm Sunday 11 May 2025** | Award Winners Announced **AusCaliCarnivale, 6-12 July 2025**