

SHEILA ROBERTSON AWARD 2017 Nomination Package

The Sheila Robertson Award recognizes the outstanding contributions to coach education, recognition, and professional development by a National Sport Organization (NSO) or Multisport Service Organization (MSO). The Coaching Association of Canada's (CAC) Professional Coaching Department (formerly known as Coaches of Canada) annually awards the Sheila Robertson Award to an NSO or MSO which consistently demonstrates its value of coaching through its organizational mandate, and communications activities throughout the year to its internal and external audiences. The award is presented annually at the Petro-Canada Sport Leadership Awards Gala.

Eligibility Requirements

To be eligible to receive the Sheila Robertson Award, a National Sport Organization or Multisport Service Organization must meet the following requirements:

- have demonstrated commitment to coach development in Canada (e.g., training, education, other professional development activities);
- have demonstrated a consistent value of coaching through communications activities (e.g. presence within website content including coach profiles, publications, news releases, media coverage, social media);
- have recognized coaching achievements (e.g. annual coaching awards, publicly announce coach appointments);
- have supported coach education and professional development opportunities (e.g. naming of coaches to Board of Directors, and/or relevant committees);
- have committed to having coach representation as part of the Senior Management Team which drives its organizational mandate and vision;
- have demonstrated its value of coach development through its hiring practices and employment practices.

Selection Process

The CAC's Awards Committee will review all nominations put forward by the deadline, as well as those that were put forward the previous two years but were not successful. The Committee will select one recipient per year.

If successful, both the nominator and the recipient will be contacted by the CAC by phone by the end of August.

If unsuccessful, only the nominator will be sent a letter of decision by the end of August. Nominations will be kept on file and considered for the next two years.

Award Presentation and Benefits

The award will be presented at the Petro-Canada Sport Leadership Awards Gala to be held on November 3, 2017 in Calgary, AB. The recipient will receive:

- a personalized award;
- two tickets to the 2017 Petro-Canada Sport Leadership Awards Gala.

Nomination Package

The nomination package must include:

- Nomination form;
- Letter demonstrating how the nominee meets the selection criteria of this award;
- Supporting documentation (not exceeding five pages) that supports the nomination.

Complete nomination packages must be received by July 31, 2017

Please send completed nomination packages to:

Coaching Association of Canada
Suite 201, 1155 Lola Street
Ottawa, ON
K1K 4C1

Email: awards@coach.ca

Fax: 613.235.9500

For more information, please contact Asya Bartley at 613.235.5000 x 2353 or at abartley@coach.ca

**SHEILA ROBERTSON AWARD
2017 Nomination Form**

Please complete the form below and submit with a letter of nomination, along with supporting documentation (not exceeding five pages).

NSO/MSO NOMINEE INFORMATION

NSO/MSO: _____

Address: _____

Address line 2: _____

City: _____ Prov./Terr.: _____ Postal Code: _____

Phone: _____ Email: _____

NOMINATOR INFORMATION

Name: _____

Address: _____

Address line 2: _____

City: _____ Prov./Terr.: _____ Postal Code: _____

Phone: _____ Email: _____

Current Position:

Title: _____

Organization: _____

SUBMISSION CHECKLIST

Please ensure that the nomination package is complete. Incomplete packages will not be considered.

A complete package includes:

- Completed nomination form
- Letter of nomination
- Supporting documentation (maximum of five pages)