



## **NSWISA Job Description – Memorial Fund**

The role of the Memorial Fund Committee is to be responsible for the setting of criteria and the selection of candidates who have nominated for the Memorial Fund Awards.

### **Desirable Attributes**

The Memorial Fund Convenor and Committee should:

- Be a person (persons) who has an excellent knowledge of the sport and the skaters who participate in it.
- Have the ability to logically assess the candidates against specific criteria.
- Be confident in the ability to make selection of candidates and to defend these selections should the need arise.

### **Specific Duties**

- Review and make recommendations regarding the selection of Award recipients.
- Liaise with others on the committee to make a final decision regarding the recipients of the awards.
- Seek advice from others regarding the suitability (or otherwise) of potential award recipients.
- Be aware that Memorial Fund awards consider other attributes such as volunteering within the home club or rink, attitude towards other skaters and sportsmanship, as well as skating ability.
- Be willing to back the judgement of self and be open to possible change, if need be
- Review the criteria for assessment & program structure and make recommendations to Council for changes from time to time
- Promote the fund and publicise the program
- Liaise with the Social Media Manager to promote the fund and recipients