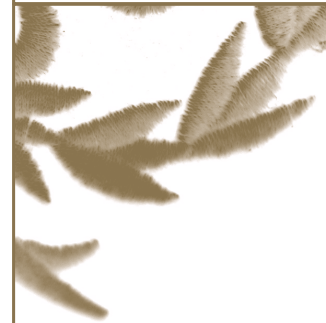




Brisbane Grammar School

Betty Howell Award

Acknowledging outstanding
achievements by BGS Volunteers



Betty Howell Award - Celebrating BGS Volunteers

BGS volunteers will be celebrated at the annual volunteers' thank you function which is hosted by the Board. This event, which will be held on Tuesday 16 October, acknowledges the vital contribution and significant time and effort volunteers give to the School.

Since BGS was established in 1868, volunteers have made outstanding contributions to the welfare and future of the School through their support and participation. The Board and the School value the contribution made to the School through voluntary work and also through the financial support that results from volunteerism. Without the support of our extended community: members of the Auxiliary who volunteer in the Grammar Shop and Tuckshop, members of the various sport and activity support groups who assist at Northgate, the Indoor Sports Centre and various other venues, the School could not provide the opportunities that are offered to our students.

An important element of this function is the presentation of the Betty Howell Awards. These Awards are presented by the Board annually to recognise volunteers who exemplify selfless service and contribution to the School.

The Award is named in honour of Mrs Joan Elizabeth (Betty) Howell, who during her 25 year association with the School as the wife of Maxwell A. Howell, Headmaster from 1965 to 1989, was a passionate volunteer with the Art Committee and the Auxiliary.



Overview

The Betty Howell Awards recognise the actions and achievements of individuals each year who have gone above and beyond normal expectations for parents and friends of BGS.

Awardees will receive a framed citation detailing their achievements and also be acknowledged throughout the School community.

The Award acknowledges community members who have given outstanding service through:

- Voluntary assistance to the School;
- Active participation in School life;
- Initiation of new programs/activities to benefit the School; and
- Support for the School's vision through encouragement and personal endeavour.

The Award:

- Acknowledges the considerable contribution made by parents and friends to enhance and foster BGS's vision;
- Reinforces the values and history of the School; and
- Highlights the significance of families' involvement in School life.



Nominations

WHO CAN BE NOMINATED?

Any BGS community member can be nominated for a Betty Howell Award.

HOW TO PREPARE A NOMINATION

Only the Betty Howell Award nomination form can be used. Documentation and typed statements supporting the nomination should accompany the nomination form.

The nomination form must be completed by an individual nominator and supported by two unrelated referees. Family members cannot nominate another family member nor can they be a referee. Self-nominations will not be considered. Each nominator may submit only one application.

In addition to providing written background on the nominee's contribution to the School, nominators should indicate why they believe their nominee should be recognised under the Award's guidelines. Both referees must sign the nomination form as confirmation they are aware of the nominator's comments and are familiar with support documentation.

HOW ARE NOMINATIONS ASSESSED?

Each Award nomination will be reviewed by an Assessment Panel comprised of the Headmaster, Executive Director Advancement and Community Relations and one independent member selected by the Senior Leadership Team.

The Assessment Panel reserves the right to decide not to present a Betty Howell Award.



Nominations

WILL NOMINATORS AND REFEREES BE CONSULTED?

The Assessment Panel reserves the right to speak with a nominator and/or their referees during the assessment process. All discussions will remain confidential. No correspondence will be entered into with either the nominator or the referees regarding the decision making process nor will reasons be disclosed as to why nominations were unsuccessful.

Nominators or referees may be contacted by School personnel on behalf of the Assessment Panel to clarify any issues prior to the submission of nomination forms to the Panel for consideration.

ARE NOMINATIONS CONFIDENTIAL?

All nominations are strictly confidential. Information included on each nomination form will be reviewed by the Assessment Panel to consider the relative merits of each nominee.

At no time should the individual being nominated for an award be approached for any information or advised that they are being nominated.

TIMING OF NOMINATIONS

Nominations for the Betty Howell Award are to be forwarded to the BGS Advancement and Community Relations.

Nominations close Friday 21 September 2018.



Nominations

HOW WILL RECIPIENTS BE ADVISED OF THEIR AWARD?

The successful recipients will be advised in writing.

If a recipient declines the Award the Assessment Panel reserves the right to select a new recipient from the pool of nominations.

Nominators and referees of the successful recipient will be advised in writing and subsequently also be advised of details concerning the award presentation.

Nominators and referees representing unsuccessful candidates will be advised in writing that their nominee was unsuccessful.

At no stage should nominees be informed that their candidature was unsuccessful by either the nominator or a referees.

CAN AN UNSUCCESSFUL CANDIDATE'S NOMINATION BE RE-SUBMITTED?

Re-submissions are encouraged. All worthy candidates cannot be honoured in any one year. Outstanding candidates can be nominated again in subsequent years.

WHEN WILL THE BETTY HOWELL AWARD BE PRESENTED?

Awards will be presented on Tuesday 16 October 2018 at the annual volunteer recognition function (Celebrating our Community).



Nomination Process

Complete and email the attached nomination form which must be signed by the nominator and two referees. The form should be supported by supplementary typed documentation providing background detail.

Documentation should be emailed to the BGS Advancement and Community Relations Office.

For further information contact

Brisbane Grammar School

Advancement and Community Relations

24 Gregory Terrace

Brisbane QLD 4000

Tel 61 7 3834 5206

Email: communityrelations@brisbanegrammar.com

Receipt of the Nomination Form will be acknowledged by return email.



Betty Howell Award - Nomination Form

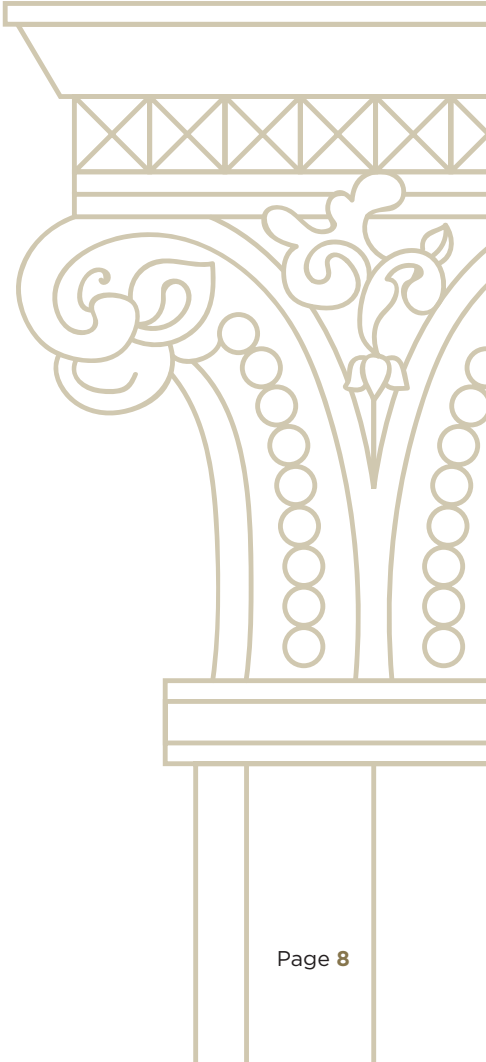
NOMINEE DETAILS

Surname: Given Name:
Title:..... Post nominals:
Address:
Suburb: Postcode:
Telephone (home): (mobile):
Email:
Peer Year (if Old Boy): Years affiliated with BGS:

DETAILS OF PERSON SUBMITTING NOMINATION

I wish to nominate the individual named above to receive a Betty Howell Award.

Surname: Given Name:
Title:..... Post nominals:
Address:
Suburb: Postcode:
Telephone (home): (mobile):
Email:
Peer Year (if Old Boy): Years affiliated with BGS:



Betty Howell Award - Nomination Form

1 REFEREE BACKGROUND INFORMATION

I am pleased to support the candidate's nomination and endorse the information included as supporting documentation.

Surname: Given Name:
Title:..... Post nominals:
Address:
Suburb: Postcode:
Telephone (home): (mobile):
Email:
Peer Year (if Old Boy): Years affiliated with BGS:

Supporting documentation should be enclosed with this nomination form.



Betty Howell Award - Nomination Form

2 REFEREE BACKGROUND INFORMATION

I am pleased to support the candidate's nomination and endorse the information included as supporting documentation.

Surname: Given Name:

Title:..... Post nominals:

Address:

Suburb: Postcode:

Telephone (home): (mobile):

Email:

Peer Year (if Old Boy): Years affiliated with BGS:

Supporting documentation should be enclosed with this nomination form.

