

Office for Recreation and Sport

Volunteer Scholarships

2011 – 2012

Information and Application Form

Closing Date: 5.00pm Monday 7 March 2011



VOLUNTEER SCHOLARSHIP

PURPOSE OF SCHOLARSHIP

The aim of the Volunteer Scholarships is to provide opportunities for individual sport and recreation volunteers to attend training programs to assist with the development of skills required in the successful applicants volunteering role. Volunteer Scholarships of up to \$1000 will be offered in 2011-2012. These scholarships are aimed at volunteer roles outside of coaching and officiating. The Office for Recreation and Sport (ORS) has other scholarship programs available for volunteer coaches and officials.

APPLICATION CRITERIA

- To be eligible the applicant must be able to demonstrate a commitment to volunteering in sport or recreation.
- The Association or Club CEO / President / Secretary / Chairperson must provide a supporting letter to accompany the application.
- The applicant must be a permanent resident of South Australia.
- The applicant must be able to provide details of a suitable training opportunity they wish to use the scholarship financial assistance for.

RECIPIENT INFORMATION

- Recipients will be bound by the Codes of Behaviour of the Office for Recreation and Sport. These can be found at <http://www.recsport.sa.gov.au/training-support/CPSE-codes%20of%20behaviour.html>
- Recipients will be required to undertake the free online Play by the Rules training in an area most closely related to their role.
- Recipients will be required to report on their scholarship, declare expenditure and provide copies of receipts at the end of their scholarship period

VOLUNTEER SCHOLARSHIP BENEFITS AND SPENDING PARAMETERS

- Recipients of the individual volunteer scholarship can apply for financial assistance of up to **\$1000** to assist with professional development, education costs and/or related travel costs associated with your volunteering role (with the approval from the Senior Project Officer – State Coaching and Officiating Centre).
- Recipients may receive a discount of 25% for any courses conducted by the Office for Recreation and Sport during the scholarship period.

Skills that volunteers may wish to be trained in include:

- Risk Management
- Financial Management for treasurers (i.e. MYOB training)
- Administration training for secretaries (i.e. minute taking, computer skills)
- Meeting Management
- Volunteer Management
- First Aid Training/Sports Trainer level 1 or level 2
- Safe food handling
- Australian Society of Sports Administrators (ASSA) level1 or level 2
- Responsible officer training in occupational health, safety and welfare

(Please note that this is not an exhaustive list, training on areas other than those listed will also be considered.)

*(**See end of document for training organisation contact details)*

APPLICATION FORM FOR VOLUNTEER SCHOLARSHIPS

PERSONAL DETAILS

Full Name:	
Postal Address:	
Suburb:	Postcode:
Phone:	Work:
Mobile:	Fax:
Email:	
Male <input type="checkbox"/>	Female <input type="checkbox"/>
DOB:	
How did you hear about this scholarship opportunity?	

ENDORSEMENT LETTER *(essential for being considered for a scholarship)*

Please attach a supporting letter from the:

- CEO / President / Chairperson / Secretary of your association or club (the ORS may contact the organisation to assist with ranking applications).

Organisation Name	
Name of Person Supporting Application	
Position in Organisation	
Contact Number	

SUBMISSION

Please complete the following:

1. Outline the volunteering commitment you have demonstrated to your sport. This may include a brief history of your roles (in what capacity) and your current volunteering involvement.

2. Where do you see your volunteering heading?

3. If you were awarded a scholarship how do you plan to use the financial assistance? **(Please list specific courses and location, dates if possible, costs associated with training courses, travel, resources etc to show how money would be spent).**

4. How will professional development and further education benefit you as a volunteer and your sport?

DECLARATION

I, _____ certify that this application is true and correct.

Signed _____ Date: ___/___/___

SCHOLARSHIP SUBMISSION CHECKLIST

Please ensure that all listed items are included in your submission

- ❑ Endorsement letter from your association or club President / Chairperson / Secretary
- ❑ Completed application form (above) – this may be completed electronically, but must be printed and signed.

APPLICATION DETAILS:

Applications close 5:00pm, Monday 7 March 2011

(Late applications will not be accepted)

It is anticipated that recipients will be notified of the outcome in April 2011

BY POST:

Applications post marked on or before 5:00pm Monday 7 March 2011 will be accepted.

Tender Box

Recreation and Sport Scholarships

Office for Recreation and Sport

PO Box 219

BROOKLYN PARK SA 5032

HAND DELIVERED:

Hand delivered applications must be received by 5:00pm Monday 7 March 2011.

Tender Box

Recreation and Sport Scholarships

Office for Recreation and Sport

27 Valetta Road

KIDMAN PARK SA 5025

Contact us if you need to discuss any aspect of your application.

Phone: (08) 74247605

Email: orscoachingandofficiating@sa.gov.au

Website: www.recsport.sa.gov.au

**ORGANISATIONS THAT PROVIDE DIFFERENT TRAINING OPTIONS INCLUDE:

<p>Australian Society of Sports Administrators (SA) Ph: 0412 711 156 www.assasa.asn.au</p>	<p>Sport SA Ph: 8353 7755 www.sportsa.org.au</p>
<p>Office for Volunteers Ph: 8463 4490 www.ofv.sa.gov.au</p>	<p>Volunteering SA Ph: 8221 7177 www.volunteering.sa.gov.au</p>
<p>Sports Medicine Australia Ph: 8234 3639 www.smasa.asn.au</p>	<p>WEA Ph: 8223 1979 www.wea-sa.com.au</p>