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| Volunteer Awards |
| Entry requirements and award criteria |
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## Entry requirements

* Nominee(s) must:
  + be Australian residents (temporary or permanent) currently residing in Victoria
  + have undertaken voluntary work or a volunteer activity in a Victorian government-funded healthcare organisation, or an organisation delivering public health programs, in the previous 12 months (i.e. 26 March 2021 to 25 March 2022) that satisfies: Volunteering Australia’s definition of volunteering, being “time willingly given for the common good and without financial gain” as set out on the [Volunteering Australia website](https://www.volunteeringaustralia.org/resources/definition-of-volunteering/) <https://www.volunteeringaustralia.org/resources/definition-of-volunteering>, and the criteria of the selected award category
  + have been an active volunteer for a minimum of five years
  + not have been previously nominated for a Minister for Health Volunteer Award for voluntary work of the same nature within the last three years
  + not have previously received a Minister for Health Volunteer Award in the individual outstanding achievement award category.
* A person cannot nominate themselves, whether in an individual capacity or as a member of a team. All entries must be submitted by the healthcare organisation associated with the nominated volunteer(s).
* Members of the judging panel, employees and contractors of the department who are directly involved in conducting the awards, as well as their immediate families, are ineligible to submit an entry or be a nominee.
* The organisation submitting the entry must confirm that the nominee’s supervisor(s) has endorsed the nomination and there are no known reasons, including any disciplinary or performance reasons, indicating the nominee should not be considered.
* The Health Volunteer Honour Roll category is only open to individuals. Teams are not eligible to enter this category. Both teams and individuals can enter the Health Volunteer/Team of the Year category.
* A high resolution photo is required for all Volunteer Awards entries. This photo will be used in the awards showcase booklet. Entrants must ensure they have the permission of the nominee(s) to have their photograph and information published in a booklet should they make the finals of any award.
* Your organisation can submit multiple entries; however, the same entry cannot be submitted for more than one award. We understand your entry may be suitable for more than one category, but you need to select the award that best matches the central purpose of your program or initiative.
* Correspondence for award entries will be sent to the organisation submitting the entry (as listed in the online entry form) until after the nominee has accepted their nomination.

## Award criteria

Judging will involve consideration of the nominee’s achievements in relation to their commitment, level of service and how their work benefits the Victorian community. A recommendation will then be made to the Minister for Health.

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| Criteria question | Scoring criteria | Guidance notes | Weight |
| About the nominee | Volunteer commitment | * To what extent does the nominee/s demonstrate a commitment to volunteer activities that benefit consumers, patients, the health service and/or community? | 1 |
| Reason for nomination | Enhancing care | * Has the nominee/s committed a range of skills and expertise to benefit consumers, patients, the health service and/or community? * To what extent has the nominee/s work been exceptional or gone above and beyond to enhance the care or wellbeing of patients or the community? * Has the nominee made a difference? | 3 |
| Benefits to the community | Benefits to the community | * To what extent has the health service, patients and the community benefited from the contribution made by the nominee/s? * Has the volunteer made a significant impact on the patients, families or community? | 2 |
| Innovation and excellence | Innovation and excellence | * Are new, creative or innovative methods or approaches to volunteering or healthcare demonstrated in the nomination? * Has the nominee demonstrated the best possible care or service to clients, patients or the community? | 3 |

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