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SportMaker

Guidance Notes 2023

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Supporting Information

The Sport Northern Ireland SportMaker Awards recognise the outstanding contribution of coaches, officials, volunteers and projects over the previous 12 months and the vital role they play in supporting, developing, and encouraging people to benefit from the **Power of Sport**.

Nominations can be made by members of the public across six award categories for coaches, two award categories for officials, two award categories for volunteers and one category for SportMaker projects.

Awards for Coaches	Awards for Officials
<ol style="list-style-type: none"> 1. Children’s Coach of the Year 2. Community Coach of the Year 3. Young Coach of the Year 4. Disability Coach of the Year 5. Performance Pathway Coach of the Year 6. Club Performance Coach of the Year 	<ol style="list-style-type: none"> 1. Technical Official of the Year 2. Young Technical Official of the Year
Awards for Volunteers	Awards for SportMaker Projects
<ol style="list-style-type: none"> 1. Volunteer of the Year 2. Young Volunteer of the Year 	<ol style="list-style-type: none"> 1. Project of the Year

A High Performance Coach of the Year award may also be presented in 2023. If so, Sport Northern Ireland will seek nominations directly from governing bodies of sport for this category.

This document provides further information on each of the award categories, together with key evidence the judging panel will look for when making decisions.

Key Points to Consider

- All nominations must be submitted through the online process at www.sportni.net/SportMaker
- All nominated coaches, officials, volunteers and projects should have made a significant impact within the period **1 July 2022 to 1 September 2023**.
- A person may be nominated in more than one category but a separate nomination form must be completed each time.
- Nominations should include evidence to support and illustrate the impact of the coach, official, volunteer or project in the category specified. The evidence should be supported with facts and figures where possible.
- In addition to the specific criteria for each category, nominators may wish to use the X-Factor section to address how their nominee contributes to any of the following cornerstones within the Sport Northern Ireland Corporate Plan.
 - Builds a welcoming and inclusive sports culture, recognising the rights of everyone to access and participate in sport and physical activity;
 - Promotes wellness and wellbeing;
 - Retains a duty of care to all those engaged in the Sporting System

- Targets sport in rural communities, in disadvantaged areas and amongst under-represented groups.
- All nominees must be operating within a recognised sport. All nominated coaches must hold a coaching qualification from an appropriate governing body. A full list of sports can be found on the Sport Northern Ireland website.
- Governing body endorsement may be sought following submission.
- The judging panel can only take into account information supplied on the nomination form.
- The deadline for the submission of all nominations is **9 October 2023**.

Completing the Online Nomination Form

- This year, Sport Northern Ireland will be utilising a central government facility known as Citizen Space for the online nomination process. As such, this facility may refer to terms such as 'consultation' and 'survey' rather than 'nomination'.
- To begin completing your nomination, click on the online survey link within the 'Give us your Views' section of the Citizen Space home page. You will then be directed to a central page for Nominator information and Question 7 will ask if you would like to nominate within the Coaching, Officiating, Volunteering or Projects theme. Click on the appropriate theme to progress to the Nominee section of the form and complete the required information, as directed, throughout.
- Please note the maximum word limit where this is stated. Failure to do so may result in some information not being considered.
- When you have completed all the required information for your nominee, you will arrive at a page entitled 'Almost Done' and be given an option to receive a PDF copy of your nomination. Again, should you wish to choose this option, please check that you have entered your email correctly.
- Once you are satisfied that all information has been provided, please click on the tab 'submit response' and you will then be provided with a response ID. (This will also be emailed to you if you choose this option). Please take a note of this ID as it may be useful for any future enquiries.
- As part of the wider recognition process we will aim to create a visual of each nominee, using a photograph and the short quote from within this nomination form. To enable this to happen, it would be greatly appreciated if you could email a good quality photograph of your nominee to sportmaker@sportni.net by Friday 27 October 2023.

SportMaker Awards Privacy Notice

- The information provided will be used to recognise and raise the profile of nominated coaches, officials, volunteers and projects and may be shared via social media and print media for this purpose.
- Sport Northern Ireland will retain this information in line with their Retention and Disposal Policy.

Awards for Coaches

CHILDREN'S COACH OF THE YEAR

This award recognises the outstanding contribution of a children's coach to the development of young people's skills, understanding, enjoyment and lifestyle through sport.

What we are looking for...

- A coach of young people under the age of 16.
- Evidence of the development of basic skills through fun in sport.
- Evidence of appropriate player-centred engagement and high quality coaching.
- Examples of innovative practice.
- Evidence of the provision of opportunities and dedicated support to participants to help them reach their sporting goals.

COMMUNITY COACH OF THE YEAR

This award recognises the outstanding contribution of a coach in getting more people to benefit from the power of local sport, through high quality delivery.

What we are looking for...

- Evidence of the impact the coach has had on widening access to sport through high quality delivery.
- Evidence of working within a specific community, particularly low participation groups.
- Examples of innovative practice.
- Evidence of the provision of opportunities and dedicated support to participants to help them reach their sporting goals.

YOUNG COACH OF THE YEAR

This award recognises the important work carried out by an up and coming coach through his or her coaching achievements to date and the impact they have made on the people they coach.

What we are looking for...

- A coach who is 25 years of age or under at the date of nomination.
- Evidence of creativity and determination in their development as a coach.
- Evidence of the provision of opportunities and dedicated support to performers to help them reach their sporting goals.
- Examples of innovative practice.

DISABILITY COACH OF THE YEAR

This award recognises the achievements of a coach working to develop people with a disability at any level within sport.

What we are looking for...

- A coach working with people with a disability.
- Evidence of the impact the coach has had on widening access to sport for people with a disability.
- Evidence of providing opportunities and/or dedicated support within a mainstream sporting environment or a dedicated disability sport environment.
- Evidence of player-centred development leading to successful performance for athletes or teams with a disability

PERFORMANCE PATHWAY COACH OF THE YEAR

This award recognises the achievements of a coach working with emerging and young performers on a Pathway to High Performance.

What we are looking for...

- Evidence of transitioning athletes through the Performance Pathway, showing progression and improvement in Performance.
- Evidence of challenging and developing their own practice.
- Evidence of inspiring athletes and the provision of opportunities and dedicated support to help them reach their sporting goals.

CLUB PERFORMANCE COACH OF THE YEAR

This award recognises the achievements of a coach working with athletes at the highest level of domestic club sport.

What we are looking for...

- Evidence of club success at National and/or International level.
- Evidence of the athletes coached gaining National and/or International recognition.
- Evidence of player centred, high quality coaching that encourages the development of performance within club-based sport and nurtures talent.
- Evidence of inspiring athletes and the provision of opportunities and dedicated support to help them reach their sporting goals.

Awards for Officials

TECHNICAL OFFICIAL OF THE YEAR

This award recognises the hard work and dedication of referees, umpires and officials and the contribution which they make to their sport.

What we are looking for...

- Evidence that the nominee has demonstrated outstanding commitment to their sport.
- Evidence that the nominee has officiated at local, regional, national or international level.
- Evidence that the nominee has invested time and energy in their development as an official.
- Evidence that the nominee has made a positive impact and been an inspiration to others.

YOUNG TECHNICAL OFFICIAL OF THE YEAR

This award recognises the important work carried out by an up and coming referee, umpire and /or official and the contribution which they make to their sport.

What we are looking for...

- Evidence that the technical official is 25 years of age or under at the date of nomination.
- Evidence that the nominee has officiated at local, regional, national or international level.
- Evidence that the nominee has invested time and energy in their development as an official.
- Evidence that the nominee has made a positive impact and been an inspiration to others.

Awards for Volunteers

VOLUNTEER OF THE YEAR

This award will be made to a volunteer in a non-coaching or technical official role, who has made an outstanding contribution to the development of sport.

What we are looking for...

- Evidence that the nominee has contributed to aspects of school sport, community sport, representative sport and/or their governing body since July 2022 and how, without them, the organisation would not be the same.
- Evidence that the nominee has contributed a substantial amount of time to volunteer in sport.
- Evidence that the nominee has been an inspiration and is a positive role model.

YOUNG VOLUNTEER OF THE YEAR

This award recognises the important work carried out by an up and coming volunteer, who has made an outstanding contribution to the development of sport.

What we are looking for...

- Evidence that the volunteer is 25 years of age or under at the date of nomination.
- Evidence that the nominee has contributed to aspects of school sport, community sport, representative sport and/or their governing body since July 2022 and how, without them, the organisation would not be the same.
- Evidence that the nominee has contributed a substantial amount of time to volunteer in sport.
- Evidence that the nominee has been a positive role model.

Awards for SportMaker Projects

PROJECT OF THE YEAR

This award is for a project/programme which uses high quality coaching, officiating and/or volunteering as a means of enabling more people to benefit from the power of sport.

What we are looking for...

- Evidence that this is a project or programme, operating on a national, regional or local level.
- Evidence of enabling more people to benefit from the power of sport as a result of the project.
- Evidence of a particular area of the community and/or a specific population of people in which this project or programme is delivered.
- Evidence of how a legacy has been ensured through the work of the project. This may include the development of quality coaches, officials and/or volunteers.
- Evidence of innovative practice and sustained opportunities through the running of this project or programme.

Further Information

Please visit www.sportni.net/SportMaker or contact a member of the People Development team on the details below:

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