

Committee Name	Awards & Recognition Committee
Mandate	The role of this committee is to showcase, recognize and reward the many accomplishments, excellence and history of Volleyball Manitoba athletes, coaches, builders and teams through a number of events.
Key Duties	<ul style="list-style-type: none"> • Annual Awards Banquet – review (and update as necessary) award criteria and selection process annually. Select award winners in all categories. Assist in organization and delivery of banquet event. • Hall of Fame – Establish slate of potential names for induction consideration and determine priority order. Review applications as they may be received. Assist in the organization and delivery of the banquet event. Help create a ‘physical’ Hall of Fame, either fixed or portable. Also assist in the nomination and process for the Sports Manitoba Hall of Fame from the volleyball community. • High School Graduating All-Star Event - review (and update as necessary) nomination, voting, selection and games procedures annually. Assist in organization and delivery of banquet and games. • Sport Manitoba Night of Champions & Coaching Manitoba Impact Awards – Review potential nominations for these annual awards that include Jr Player of the Year, Jr Team of the Year, Referee of the Year, Coach of the Year and Volunteer recognition awards. <p>Perform such additional tasks as may be assigned to the Committee by the Board or the Executive Director.</p>
Composition	Chairperson plus 3-4 volunteer members (at least one of which is a VM Board member). Members to have historical perspective of volleyball in Manitoba. Staff Liaison: Manager of Communications & Special Events and Executive Director
Terms	Chair and Members of the Committee will serve terms of one year.
Authority	The Committee will make recommendations for input from the membership and approval of the Board of Directors. The committee can form working groups whenever necessary to facilitate the committee’s work. The committee’s plans (annual, quadrennial, etc) and the annual budget must be approved by the Executive Director.
Appointment	With the exception of staff, the Board of Directors shall appoint the chairperson and the chairperson shall nominate all other committee members to be approved by the Board at the first meeting of directors following the annual general meeting. Nominations from the volleyball community should be solicited. When approving the committee membership, the Board will consider the ability and experience of the candidate as well as the diverse nature of Volleyball Manitoba’s membership, including gender and geographic location.
Meetings	The committee shall meet 2-3 times per year in person and as required by conference call, along with regular communications through email. Meetings will be called by the Chairperson or Manager of Communications & Special Events.
Resources	The Committee will receive the necessary resources from Volleyball Manitoba, within budgetary limitations, to fulfill its mandate.
Reporting	The Committee Chair will provide a written report to the Board of Directors one week prior to each Board meeting. Recommendations may also be forwarded to the Executive Committee as required. The Committee will also provide a written report to the membership at the Annual General Meeting.
Approval	These Terms of Reference were approved by the Board of Directors of Volleyball Manitoba on November 21, 2017.
By-Laws	The provisions of sections 11.05 – 11.08 and 12 of the By-Laws will also apply
Review	The Committee and the Board of Directors will review these terms periodically and at minimum annually at the first meeting following the Annual General Meeting, and will make changes if warranted.