



# **Young Ambassador of the Year**

## **Selection Procedure**

**Version Control:**

V1 (Developed March, 2019)

V2 (Updated 17 May, 2019)

V3 (Updated 20 May, 2020)

## **PART A – OBJECTIVES**

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1. To recognise those athletes aged between 16 – 21 (14 - 21 for Show Horse) who, in the opinion of the respective sports selection committees, demonstrate outstanding sportsmanship, performance and contribution to their chosen sport.
  - Dressage
  - Eventing
  - Jumping
  - Show Horse
  
2. To select the most qualified and suitable persons to serve as Selectors

## **PART B – SELECTION PROCEDURE & CRITERIA**

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### **2.1 Finalists and Winners**

The Young Ambassador of the Year Award is a membership-based award to recognise those aged between 16 – 21 (14 – 21 for Show Horse) who are outstanding and exceptional young riders across their sports discipline.

The Young Ambassador of the Year Award will be an individual who has proven consistent within competition and who has:

- a. Demonstrated support for their discipline (See clause 2.1.2 below)
- b. Demonstrated exceptional sportsmanship.

The Young Ambassador Awards are announced and presented annually in conjunction with the Equestrian Victoria awards presentation night.

#### 2.1.1 Eligibility

- Young Ambassador of the Year nominations are only open to Equestrian Victoria members
- A person is eligible to nominate for Dressage, Jumping and Eventing from the beginning of the calendar year in which they turn 16 until the end of the calendar year in which they reach the age of 21.
  - Refer to article 4.8.4.1 of the Equestrian Australia National Dressage Rules (effective 01 January 2019).
  - Refer to article 503.1.3 of the Equestrian Australia National Eventing Rules (effective 01 January 2019).
  - Refer to article 255.4 of the Equestrian Australia National Jumping Rules (effective 01 January 2019).
- A person is eligible to nominate for Show Horse from the beginning of the calendar year in which they turn 14 until the end of the calendar year in which they reach the age of 21.
- Applications from riders under the age of 18 must have parent or legal guardian approval to apply.
- A person may nominate for more than one category in a year but only participate in one category Top 10.
- A person may not win the award more than once in each category.
- Riders selected in the Top Ten Finalists must be available to attend the Young Ambassador Finalist Squad Weekend
- Riders selected in the Top Three Finalists must be available to attend an in person interview
- Riders selected in the Top Three Finalists are required to attend the Equestrian Victoria Awards Night.

#### 2.1.2 Selection Criteria

The selection criteria will be based on the following key areas and will include but not be limited to:

- Sport discipline performance at competition,
- Contribution to sport,
- Communication skills,
- Knowledge of equestrian and sporting discipline,
- Personal and Professional Presentation,
- Riding ability,
- Ambassadorial skills.

## 2.2 Selection Panels

### 2.2.1 Top 10 Finalist Selection Panel Composition

An independent panel of a minimum of 3 and no more than 5 persons will be convened for each sport discipline to consider the application for the positions of the Top 10 Finalists consistent with the established criteria set out in this procedure and shall include but not be limited to persons such as:

- Sports Committees as per EV Discipline Committee By-Laws
- Sports Sub-Committees as per EV Discipline Committee By-Laws
  - E.g. Jumping Selectors Sub-Committee

### 2.2.2 Top 3 Finalist Selection Panel Composition

The composition of selectors shall be made up of Individuals as determined by the respective Sport Committee.

An independent panel of a minimum of 3 and no more than 5 persons for each sport discipline, will be convened to review the 10 Finalists for the positions of the 3 Finalists and Winner(s) consistent with the established criteria set out in this procedure and shall include but not be limited to persons such as:

- EV Sport Discipline Chair or Nominated Representative
- EV Discipline Squad Coach or Assistant Coach

#### 2.2.2.1 Selection Panel Appointment Procedure

Selection Panel appointments will be advertised to all eligible Equestrian Victoria members as per clause 2.2.4 and 2.2.5 of this procedure. All applications must be received by the Equestrian Victoria office.

Applicants must complete a nomination for consideration as advertised by each Equestrian Victoria respective sport committee.

The respective Equestrian Victoria sport committee's or their chosen representatives will assess the applicants, determine whether they meet the required criteria and make any appointment on merit.

The panel should contain at least one accredited official member. Accredited applicants should, where appropriate, have preference over non-accredited applicants.

#### 2.2.2.2 Casual Vacancies

In the event of a Selector standing down after appointment, the sport discipline committee will fill that vacancy from previous applications as appropriate. In the event there are no further applicants the Sport Discipline Chair or their representative shall fill said vacancy.

### 2.2.3 Selectors Role

- The Selection Panels function is to select the best Young Ambassador consistent with clause 2.1.2 of this procedure and to perform the associated tasks confidentially, impartially, independently and autonomously without interference or influence from the sport discipline committees or any other source.
- Participate in in person interview(s) with the Finalists.
- Advise the appropriate sports committee on selection issues, including the formulation and revision of selection criteria, policies and procedures.
- Top 3 Selectors to attend the Young Ambassador Finalist Squad and Awards Presentation Night.

### 2.2.4 Selector Qualification(s):

Selectors must be Equestrian Victoria members with the ability to meet the following criteria:

- Possess an ability to analyse equestrian competition performance data.
- Ability to work autonomously whilst being part of a team.
- Ability to maintain confidentiality.
- Ability to communicate effectively at all levels.
- Possess attention to detail.
- Willing to be accountable for their actions, and prepared to justify tough decisions.
- Prepared to make hard, yet fair, decisions and prepared to convey those decisions to the people affected.
- Must hold a current Working with Children Check.

### 2.2.5 Other Requirements:

- Must be able to attend the Young Ambassador Finalist Squad held at Werribee Park Equestrian Centre
- Must be available to conduct Interviews with the Top Three Finalists.

Each Equestrian sports discipline may have different additional requirements necessary to fulfil the role of selector.

### 2.2.6 Ethical Consideration

A Selector must have qualities of discretion, integrity and ability to preserve confidentiality of the information that is conveyed to them both by individual riders and other EA officials or team management.

### 2.2.7 Conflict of Interest

A conflict of interest arises when a person is serving or attempting to serve two or more interests which are not compatible.

It is essential that the position of a Selector be above any criticism of perceived or actual conflict on interest or bias.

Please refer to the Equestrian Victoria Conflict of Interest Policy endorsed by the EV Board 22 April 2020.

## **PART C – NOMINATIONS**

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### **3.1 Top 10 Finalist Nominations**

Annual expressions of Interest will be advertised by Equestrian Victoria which call for nominations for the Young Ambassador of the Year award in the sports of Dressage, Eventing, Jumping and Show Horse.

Please see:

- Clause 2.1.1 for applicant eligibility.
- A person may nominate from the beginning of the calendar year in which they turn 16 (14 for Show Horse) until the end of the calendar year in which they reach the age of 21.
- A person may nominate for more than one category in a year but can only participate in one categories Top 10 (separate nominations must be made).
- A person may not win the award more than once in each category.
- All applications will be submitted online through the EV nominated platform.

## **PART D – YOUNG AMBASSADOR OF THE YEAR AWARD SELECTION PROCESS**

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### **4.1 Winners Selection Process**

1. Applicants should complete the nomination form by the announced closing date.
2. Consistent with Clause 2.1.1 and 2.1.2 of this procedure a panel comprising of respective Disciplinary Committee members, selectors and Equestrian Victoria representatives will consider the applications and the Top Ten shortlisted applicants will be selected and announced after the closing of nominations.
3. The Top Ten shortlisted applicants may be required to attend a Young Ambassador Finalist Squad and be considered by the determined selection panel for each sport discipline. The Top Three applicants will be notified and announced after the completion of the Young Ambassador Finalist Squad.
4. The Top Three shortlisted applicants may be required to attend an in person interview. The selection of the Winner for each sport discipline will be announced at the Equestrian Victoria Awards Night.

The Top Ten Finalists and Winner(s) are at the discretion of the Equestrian Victoria selectors. Their decision is final and no correspondence will be entered into.

## **PART E - PROCEDURE REVIEW**

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### **5.1 Amendment of Selection Procedure**

Equestrian Victoria may amend this Selection Procedure and/or direct respective Sport Committee(s) to amend the Young Ambassador of the Year Criteria specific to their discipline at any time.

Any such amendments/additions to the Selection Procedure shall take effect from the start of the competition year in which the amended selection criteria will apply.