



City of Charlottetown

Volunteer of the Month



Parks and Recreation Department

The Program

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The City of Charlottetown and the Parks and Recreation Department would like to recognize volunteers who have made outstanding contributions within Recreation, Sport and Leisure within the City of Charlottetown. A volunteer will be selected each month and be recognized as the volunteer of the month at the monthly council meeting by the Chairperson of the Parks, Recreation and Leisure Activities Committee.

Criteria

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- Active in a volunteer capacity in recreation, sport, and/or leisure a minimum of three (3) years
- Not have been selected previously in the current year
- Nominations may be made posthumously following a two (2) year period.
- Influenced the growth and development of the program (s) in his or her community/organization

Nomination Form

(Attach this form to your short essay on the nominee – please print)

Nominee:

Name of Volunteer _____

Address _____

Telephone (H) _____
(W) _____
(C) _____

Recreation, Sport and Leisure Organization
or Special Event

(Note: Nominator information on reserve side)

Nomination Form

(continued)

Nominator:

Relationship (please check)

- Fellow Volunteer
- Program Participant
- Other

Name of Nominator _____

Address _____

Telephone (H) _____

(W) _____

(C) _____

Email _____

Signature _____

Date _____

The Nomination

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To nominate a volunteer please complete this form together with the short essay (maximum 200 words printed or typed). The essay will form the primary element in selecting the volunteer, and should include specific reference to individual's contribution and commitment to his/her community organization(s). Volunteers nominated, but not selected in one month remain eligible for subsequent months (one year).

Nominations can be sent to:

Charlottetown Parks and Recreation
Department
PO Box 98, Charlottetown, PE
C1A 7K2

Or fax to (902) 629-6919

Or drop off to City Hall - 199 Queen Street

Or emailed to fquinn@charlottetown.ca

For more information please call 368-1025
or visit our WEBSITE
www.charlottetown.ca

The Selection

Nominations can be submitted at anytime.

The selected individual will be announced on the second Monday of the month at the monthly City Council meeting.

The selected volunteer will be presented with a \$50 gift certificate and \$50 cheque to be donated to an organization of their choice.

Selection Committee will consist of two department staff person.

The selection made by the committee will be final and the Charlottetown Parks and Recreation Department staff retains the right to amend or change any element of the program at its discretion.

Nomination submissions will remain the property of the Charlottetown Parks and Recreation Department and will not be returned.