

## The Margaret McGregor Award

### TERMS OF REFERENCE

In recognition of Extended Families Australia volunteers who have excelled in fulfilling the organisation's mission of providing care, support and friendship to a child with a disability and their family.



This award has been created in celebration and recognition of the outstanding work and career of Margaret McGregor, who in 1978 established the Foster Grandparent Scheme in Victoria, now Extended Families Australia. The Scheme pioneered volunteer visitor support and friendship to children living in Victorian residential institutions.

The award acknowledges Margaret's dedication and contribution to the lives of children with disabilities and their families and the invaluable and influential contribution she has made to the organisation, the community and to the Victorian volunteer and disability sectors.

Margaret is passionate about volunteers and the contribution they make to society. It is fitting that this award recognises the roles and achievements of Extended Families volunteers that have fulfilled the organisation's mission by making an exceptional contribution to the families and children they support and to the organisation.

## **Background**

In 2008 Extended Families Australia celebrated 30 years of bringing the gift of friendship to children with disabilities and their families. The Margaret McGregor Award was established at this time as a tribute to the work undertaken by Margaret McGregor in establishing and developing the Foster Grandparent Scheme, now known as Extended Families Australia and in acknowledgement of her dedication and contribution to the lives of children with disabilities and their families.

As the Foster Grandparent Scheme the organisation pioneered volunteer visitor support and friendship to children with a disability living in Victorian residential institutions. A lot has changed over the years as social policy and understanding has changed, so have we. From having 'foster grandparents' visit children in institutions and residential care, we now support families to care for their children at home. Based on a 'companionship', or 'relationship' model, Extended Families builds community connections and support through matching children with a disability and their family with a volunteer. Many volunteers are still 'grandparents', but a growing range of other 'extended family' relationships are also developing. What has not changed is the love, care and commitment of our volunteers who spend on average 5 hours a week providing special attention to a child and needed relief and support for families.

Today Extended Families Australia provides community based support, respite, social relationships and community participation to nearly 200 children with disabilities and their families.

## **Purpose of the Award**

The purpose of this award is to recognise the roles and achievements of Extended Families volunteers that have fulfilled the organisation's mission by making an exceptional contribution to the families and children they support and to the organisation.

## **Eligibility and Conditions**

- The nominee must be an active Extended Families volunteer with at a minimum of 3 years service
- There will be one nomination round each year and from the nominations received, one person will be selected to receive the award
- No person is able to nominate themselves
- Nominations received after the closing date will not be considered
- The Selection Panel will not enter into discussion with any party about the selection process or decision
- If no suitable nominations are received by the closing date, there will be no award presented for the year
- Each recipient of the Margaret McGregor Award will not be considered eligible to receive the award again in future years

## **Selection Criteria**

The nominee who meets all eligibility criteria and has most demonstrated:

1. Excellent care, commitment, and compassion to children with a disability and provided support that meets the individual needs of the child / young person, promotes their wellbeing and helps them achieve their full potential and dreams.
2. Support that is family centred and builds positive and encouraging relationships with parents and other family members.
3. Strengthening social networks and assisting families and children to be linked to and participate in their local communities.
4. Commitment to Extended Families Australia / Foster Grandparent Scheme and support of the organisations mission and operation.

## **The Selection Panel**

Nominations for the Margaret McGregor Award will be assessed by a five member Selection Panel comprised of:

- The Extended Families President or delegate (must be a member of Extended Families Committee of Management)
- The Extended Families Chief Executive Officer or delegate (must be a staff member holding a leadership role within the organisation)
- One Extended Families volunteer who is currently actively engaged in the organisation, and not a nominee for the Award
- One community representative who holds membership in Extended Families and who is a current or past service recipient
- One external agency representative from the disability or voluntary service sectors

Panel members will be invited by the President. If a member of the selection panel is a relative of any nominee, that member must step down. It is the responsibility of the Selection Panel to recruit another member in that individual's place.

If required, the Selection Panel may contact nominators by telephone or in writing for clarification of any information provided in the submitted Nomination Form and may undertake other research.

## **Nominations**

Nominations are invited from Extended Families service participants and volunteer peers who believe a volunteer has made a significant and outstanding contribution to the Extended Families community.

Details on the nomination form should be typed or clearly printed in blue or black ink. Nominations may be made by one or more people; and nominators are encouraged to discuss and gain further evidence from other people to support the nomination. Nominators will be sent an acknowledgment of receipt of their nomination within two weeks of it being received by Extended Families.

Nominations should provide evidence of the outstanding contribution of the volunteer - please address the selection criteria and include examples or supporting documents that provide insight into how the nominee has fulfilled the organisation's mission and selection criteria.

Note that the information provided in the winning nomination may be used for publicity purposes with the permission of the award recipient.

Nominations can be submitted during the two months before each AGM (closing dates will be advertised), using the official nomination form titled 'Extended Families Australia Margaret McGregor Award'. Nomination forms should be marked confidential and forwarded to:

**The President, Extended Families Australia, P.O. Box 275, Coburg Victoria 3058.**

## **Award Presentation**

The Margaret McGregor Award will be presented each year at the organisation's Annual General Meeting.

Prior to presentation, the Selection Panel will meet to determine the award winner from the nominations received.

The Selection Panel will inform nominees of all eligible nominations at least 1 week prior to the presentation of the Award and invite them to attend the Award presentation. Where a nominee is unable to attend the AGM, they will have provision to have a representative accept the award on their behalf.

## **Contact Details**

Head Office (North West & Vietnamese Programs)	Tel: 9355 8848 1/95 Bell Street COBURG VIC 3058	Fax 9300 3358
South East Office	Tel: 9285 4837 Suite 15, 27 Bank St BOX HILL VIC 3128	Fax 9285 4840
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**Extended Families website: [www.extendedfamilies.org.au](http://www.extendedfamilies.org.au)**