

BOD - Life Membership Guidelines

Life Membership

Life Membership is an honour bestowed on an individual member who has provided exceptional and outstanding service to Headway Gippsland Inc. for their valuable contribution has provided a measurable benefit to the organisation over an extended period of time.

Criteria & Processes

To assist with the Nomination, some or all of the following criteria should be considered. For any of the relevant criteria the Nominee should have demonstrated an exceptional contribution which has a measurable benefit to the organisation.

- Minimum of 10 years in specific roles that contribute to the measurable benefit to the organisation, these roles may include but not be restricted to:
 - Service on the committee, BOD co-ordinator roles, fund raising activities and demonstrate exceptional or outstanding contributions.
- The Nominee demonstrated attitude and demeanour that reflects dedication to the values of the organisation.
- The Nominee provided leadership around the organisation and is considered a role model.
- The Nominee demonstrated a commitment to the organisation greater than that of an ordinary member.

Nomination

- Any full or retired member can be nominated by any current full member.
- The Nominator must at the time of nomination identify the reasons for the nomination.
- These reasons should address some of the selection criteria above.
- The Nomination must be presented to the Board of Directors (BOD) in writing.

Assessment & Process

The BOD in the first instance will determine the merit of the application and may dismiss the application or seek further information from the Nominator. If the Nomination is dismissed the BOD must provide reasons to the Nominator.

In the event that the nominee is serving on the BOD at the time of Nomination, that person must be disqualified from any deliberation on the Nomination. A majority of the BOD is sufficient for the Nomination to be pursued.

In the event that the BOD believes that the Nomination is worthy of Life Membership a majority of the BOD is required to formalise the Nomination.

The BOD will present the Nomination to the Annual General Meeting for the final ratification of the Nomination and awarding of Life Membership.

Life Membership Benefits

- Full membership for life with no fees.
- A certificate of Life Membership.

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Honorary Life Membership

Honorary Life Membership is an honour bestowed on an individual who is not necessarily a member of Headway Gippsland Inc. for their exceptional and outstanding contribution in service and/or donation has provided measurable benefit to the organisation.

Nomination

- Any individual who is not necessarily a member of Headway Gippsland Inc can be nominated by any current full member.
- The Nominator must at the time of nomination identify the reasons for the nomination.
- The Nomination must be presented to the Board of Directors (BOD) in writing

Assessment & Process

The BOD in the first instance will determine the merit of the application and may dismiss the application or seek further information from the Nominator. If the Nomination is dismissed the BOD must provide reasons to the Nominator.

In the event that the nominee is serving on the BOD at the time of Nomination, that person must be disqualified from any deliberation on the Nomination. A majority of the BOD is sufficient for the Nomination to be pursued.

In the event that the BOD believes that the Nomination is worthy of an Honorary Life Membership a majority of the BOD is required to formalise the nomination. The BOD will present the Nomination to the Annual General Meeting for the final ratification of the Nomination and awarding of Honorary Life Membership.

Honorary Life Membership Benefits

- Full membership for life with no fees.
- A certificate of Honorary Life Membership.

Retraction of a Life Membership/Honorary Life Membership

Retraction of a Life Membership/Honorary Life Membership Award may occur where the recipient has conducted him/herself in a manner that reflects directly and adversely on the image or activities of the organisation generally or on a specific code.

This provision will only be exercised in exceptional circumstances and will require the unanimous agreement of the BOD to be enacted.

As part of the deliberations, the Life Member/Honorary Life Member in question is to be given an opportunity to present their case for retention of their Life Membership/Honorary Membership status.