



13.0 HONORARY LIFE MEMBERSHIP POLICY

Policy number:	13.0	Version:	1-2016
Approved on:	28 Jan 2016	Last Review Date	Jan 2017
		Scheduled Review Date	January 2019

1. OVERVIEW

The Board of Muscular Dystrophy Western Australia recognise that the efforts and commitment of our voluntary workforce should be recognised, acknowledged and promoted. The Association shall recognise exceptional and outstanding contributions with the presentation of special membership in the form of Honorary Life Membership.

2. EXPECTED OUTCOMES

The Board of Muscular Dystrophy WA note that exceptional and significant service, and the sustained and long lasting contributions given to Muscular Dystrophy Western Australia will be recognised and acknowledged by way of a formal process.

It is acknowledged that annually there will be a fair and transparent process to determine Honorary Life Membership which will be acknowledged at the Annual general Meeting.

The Board recognise that by presenting Honorary Life Membership, Muscular Dystrophy Western Australia will continue to build upon its culture, legacy and history, ensuring that those valued members of the Association will remain treasured in our history forever.

3. ELIGIBILITY

All members of Muscular Dystrophy Western Australia, who have made outstanding contributions to the Association will be eligible for nomination for Honorary Life Membership.

- 3.1. To be eligible for nomination, nominees need to have been engaged with the Association for at least ten (10) years. Nominations will also be accepted on behalf of members who have given 'exceptional service' over a lesser time and who cannot continue with their involvement due to illness or other unavoidable reasons.



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3.2. No persons are eligible for Honorary Life Membership while they serving the organisation as a Board Member or an Employee. They may be nominated and awarded following conclusion of their service.

3.3. Honorary Life Membership may be awarded posthumously.

3.4. As a general rule, the number of honorary life memberships presented annually shall be limited to a maximum of three (3). The Board at its discretion reserves the right to increase or decrease the number presented in any one year where exceptional circumstances prevail.

4. PROCEDURES OF POLICY IMPLEMENTATION

4.1. Any member of the Association (paid or unpaid) may complete an 'Application for Nomination' form for another member, in accordance with the nominee having met the eligibility criteria.

4.2. Nominations may be received at any time throughout the year, however they will close one calendar month prior to the date set for the Annual General Meeting of that year. Nominations received after this date will automatically become eligible for the following years' nominations.

4.3. Two months prior to the Annual General Meeting of each year, through the CEO, the Board of Muscular Dystrophy WA will notify the membership of the date Honorary Life Membership nominations for that year will close.

4.4. The nominations received will be assessed by the Board of MDWA. The decisions reached by the Board will be final and will be kept confidential until the Annual General Meeting. It is the responsibility of the Board to ascertain all relevant information in order to be able to make an informed decision. This may include seeking input from staff and interviews with appropriate other persons.

4.5. Nominations will be judged using the following criteria:

- 4.5.1. Length of contribution to the Association
- 4.5.2. Continuity of service to the Association
- 4.5.3. Involvement in a chosen area(s) (i.e. research, community service, fundraising)
- 4.5.4. Significant achievements within MDWA & externally (e.g. awards received)



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4.5.5. Involvement in the broader neuromuscular network (e.g. subcommittees, working parties, social clubs & other like groups)

4.5.6. General demeanour (how has the candidate affected other members, the general work environment)

Honorary Life Memberships will be announced and presented at the Annual General Meeting each year.

5. HONORARY LIFE MEMBER RECOGNITION

All honorary life members will be acknowledged and recognised in the following manner:

5.1. A framed certificate of life membership shall be awarded to each recipient

5.2. The name of the recipient shall be placed onto the Honorary Life Members Honour Board

5.3. A badge (pin) indicating Honorary Life Membership will be designed and presented to each recipient

5.4. Honorary Life members will be automatically invited to attend formal Association functions, including annual recognition events, even if they are no longer an active member.

Document control - Policy Updates:

January 2017 updates:

Inclusion of numbering to all headings and subheadings

Inclusion of Clause 3.2.