

Policy	Life Membership Policy
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Applies to: Board, Branch Committee Members, Staff and Volunteers
Specific responsibility: Board of Governance

Version: 1
Date approved:
Next review date:

Policy context: This policy relates to	
Standards or other external requirements	National Standards for Volunteer Involvement (2015)
Legislation or other requirements	Constitution
Contractual obligations	

Policy Statement

The Board of Governance of Meals on Wheels Tasmania supports the view that the efforts and commitment of its workforce should be recognised, acknowledged and celebrated. The Association shall recognise exceptional service with the presentation of Life Membership, which will be presented to a limited number of persons annually.

Procedures

All members of Meals on Wheels Tasmania whether paid or unpaid, who have given exceptional service to the association will be eligible for nomination for Life Membership.

To be eligible for nomination, nominees need to have been involved with The Association for at least ten 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 unavoidable reasons.

Life Members may be awarded posthumously.

Any financial member of the Association may complete an "Application for Nomination" form for another member, in accordance with the nominee having met the above criteria. (Forms available from State Office).

The number of Life Members presented annually shall be limited to a maximum number of four (4), however the Board of Governance reserves the right to increase the number of awards presented in one year where exceptional circumstances prevail.

Life Members shall afford the following:

- A framed certificate of Life Membership shall be awarded to each recipient.
- A Badge (pin) indicating Life Membership will be presented to each recipient.
- Life Members will automatically be invited to formal Association functions even if they are no longer an active member.

Nominations may be received at any time throughout the year, but would close five weeks before the date set for the AGM of that year. Nominations received after this date would automatically become eligible for the following years nomination.

The nominations received will be assessed by the Board of Governance of the Association. It is the responsibility of The Board to consider all relevant information in order to be able to make a decision.

Nominations would be judged using the following criteria:

- Length of contribution to Meals on Wheels Tasmania
- Commitment – amount of time spent
- Involvement in the wider body (Board of Governance, Branch Committee, Social Club)
- The relationship the candidate had has had with other volunteers, clients and staff of Meals on Wheels.

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

DOCUMENTATION

Documents related to this policy	
Related policies	Volunteer recognition Policy
Forms, record keeping or other organisational documents	Nomination for Life Membership form

Reviewing and approving this policy		
Frequency	Person responsible	Approval
Annually	CEO	Board

Policy review and version tracking			
Review	Date Approved	Signed	Next Review Due
1			