



## Life Membership Policy

### BACKGROUND AND PURPOSE

This policy sets out the criteria and process for nominating and awarding Life Membership to Walton Athletic Club. The award of Life Membership is the highest honour Walton Athletic Club can bestow on an individual and is done so in recognition of a member who has made an extraordinary contribution to Walton Athletic Club over a number of years that is above and beyond what is expected of any member. The contribution may be as an athlete, coach, administrator, volunteer or in other positions.

### 1. NOMINATION PROCESS

Nominations for Life Membership should be made in writing and be submitted no later than 30 September each year. All Nominations should be sent to the Chairperson using the form attached. Only written submissions in the prescribed form will be considered. Nominations may be made by any club member but the Nomination Form must be signed by two members of the club who are unconnected to the Nominee through marriage, relationship or family.

### 2. AWARD PROCESS

In October each year the Chairperson shall convene a special Life Membership Group (comprising the Chairperson and four other Committee members) to:

- Review all Nominations;
- Ensure that all recommendations are recorded;
- Reject or accept a Nomination

The Life Membership Meeting will consider and scrutinise the nomination(s). Life Membership will only be granted after careful consideration of the merits of each nominee's dedication to the values of the club and will be treated with the strictest of confidence. The Life Membership Meeting is entitled to consult with others to confirm the validity of the nomination and the content of the Nomination Form.

All nominations will be scored using the criteria set out at section 3 below. The Life Membership Meeting will have absolute discretion in deciding whether to award Life Membership to the nominee and the reasons for all decisions shall be recorded. If rejected, the person making the nomination will be informed as to the reasons why.

Life Membership awards will be made at the Club's Annual General Meeting.

### 3. NOMINATION/SELECTION CRITERIA

In order to be considered for Life Membership each Nominee must:

- Currently be a first claim member of the Club; and
- Have been a member of the Club for at least 15 years – this does not have to be continuous but should include a period covering at least the last 5 years; and
- Be able to demonstrate, using the following criteria, their commitment and extraordinary contribution to the Club and have accumulated a total of at least 15 points:
  - Appointed Team Coach - 1 point per year
  - Committee Member position - 1 point per year of appointment;
  - Appointed Team Manager - 1 point per year of role;

- d) Actively competed for the club for 15 years or more – 5 points
- e) County or national records achieved – 1 points per record
- f) Officiated for the club in any capacity for 5 years or more – 5 points
- g) Provided strategic assistance to the Committee – 0.5 points per year of role
- h) Contributed to the development and functioning of the club through assistance to the Committee which is not covered by (f ) or (g) above – 0.5 points per year of contribution

#### **4. OTHER FACTORS**

**The following shall apply to the award of Life Memberships:**

- a) In recognition of the financial viability of the Club, the total number of Life Members will be restricted to **no more than** 5% of the active membership. In the event that this limit is reached, Nominations and allocations will be put on hold.
- b) A maximum of one Life Membership will be awarded each year unless exceptional circumstances arise and, at the absolute discretion of the Life Membership Group, one additional award may be made.
- c) Selection will be at the absolute discretion of the Life Membership Group. If a Nomination is rejected the Life Membership Group shall set out its reasons and provide a summary to the Nominator.
- d) The Life Membership Group is not obliged to award a Life Membership every year

#### **5. REMOVAL OF LIFE MEMBERSHIP**

Life Membership may be removed from a member where the Committee reasonably considers that the Life Member has conducted him/herself in a manner that reflects negatively and/or adversely on the reputation of the Club or the Club's activities, or has been found guilty of a serious breach of any of the Club's codes of conduct. This provision will only be exercised in exceptional circumstances and will require the full support of the Committee.

#### **6. LIFE MEMBERSHIP ENTITLEMENTS**

- **Recognition on the Club's website**
- **Free club membership for life<sup>1</sup>**
- **By invitation, free attendance to club functions and/or presentations**
- **Commemorative item to mark the award (eg a piece of glassware or a tankard)**

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<sup>1</sup> Excludes any additional costs for competitions or use of the Gym which are chargeable



## NOMINATION FORM FOR WALTON ATHLETIC CLUB – LIFE MEMBERSHIP

Date:

Name of Nominee:

Nominated by (name and signature):

Seconded by (name and signature):

GENERAL BACKGROUND (max 500 words)

(Use this section to summarise in brief the nominee's achievements and how they meet the life membership criteria. This should include evidence against at least some of the items listed at 3.iii above – for instance:

- a) If a Coach – summary of the commitment;
- b) If Committee Member - their position and period of appointment together with summary of contribution
- c) Any county/national records
- d) If an official - details of their contribution and a summary of any particular contribution;
- e) Details of any specific strategic assistance given in relation to the club or athletics generally