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**Honorary Life Membership Policy & Procedure for Inverness Harriers A.A.C.**

July 2021

**1. POLICY STATEMENT**

1.1. The Inverness Harriers A.A.C. Honorary Life Membership policy provides a framework for the criteria required for a club member to be nominated for Honorary Life Membership. It also details the process for submitting the nomination and steps required to be followed for the nomination to be put to the committee for initial approval and to the club membership for final approval.

**2. AIMS**

2.1. To provide a clear understanding of the club’s Honorary Life Membership policy.

2.2. To provide guidance on the procedure for Honorary Life Membership nomination, endorsement, and final approval.

**3. GUIDING PRINCIPLES**

3.1. Inverness Harriers A.A.C. will:

3.1.1. Treat you fairly, equally and consistently in line with the club’s Equality Policy.

3.1.2. Process all nominations received on the Honorary Life Membership Nomination Form with endorsement from another club member by following the process detailed within section 5.

1. **SCOPE**

4.1. This policy applies to any person who is a member of Inverness Harriers A.A.C. and includes athletes, coaches and other volunteers who hold club membership.

4.2. The club member being nominated for Honorary Life Membership must meet the following criteria for the respective membership capacity applicable to them at the time of the nomination being completed:

4.2.1. **U20, U23 or Senior Athlete** - The athlete must have cumulative club membership of not less

than 10 years, plus attained one of the following:

* GB qualifying standard met, and vest gained for Olympic Games, World Championships or European Championships
* Scottish qualifying standard met, and vest gained for Commonwealth Games

4.2.2. **U20, U23 or Senior Para Athlete** - The athlete must have cumulative club membership of not

less than 10 years, plus attained one of the following:

* GB qualifying standard met, and vest gained for Para Olympic Games, World Para Athletics Championships or World Para Athletics European Championships
* Scottish qualifying standard met, and vest gained for Commonwealth Games

4.2.3. **Masters Athlete (Over 35)** - The athlete must have cumulative club membership of not less

than 10 years, plus the following:

* Medal attained at any of the following WMA or EMA events:
  + World Masters Athletics Championships – Indoor or Outdoor
  + World Masters Mountain/Trail Running Championships
  + World Masters Marathon Championships
  + European Masters Athletics Championships – Indoor or Outdoor
  + European Masters Athletics Championships Non-Stadia
  + European Mountain/Trail Running Championships
  + European Masters Marathon Championships

Note: The circumstances of the medal attainment must also be taken into consideration (i.e. there must have been no less than 3 competitors/teams competing in the specific).

4.2.4. **Club Members, Coaches, Officials, Administrators** - The club member must have longevity of service to the club in the membership capacity/role(s) or outstanding service or contribution to the development, advancement, or enhancement of the of the profile of the club.

**5. PROCEDURE**

5.1. Anyone coming under the scope of this policy by virtue of paragraph 4.1 above can submit a nomination [for another club member] for Honorary Life Membership in accordance with this Policy by completing the Honorary Life Membership Nomination Form.

5.2. The club member completing the Honorary Life Membership Nomination Form must ensure that the club member being nominated meets the criteria for their club member capacity as specified within paragraph 4.2.

5.3. The completed Honorary Life Membership Nomination Form must be countersigned by another club member and the form must be submitted to the club secretary prior to August 31st to allow the committee to perform initial review as per paragraph 5.4 prior to the Annual General Meeting.

5.4. The club committee shall review all Honorary Life Membership Nomination Forms received by the club secretary prior to 31st Aug. Any nominations received after this date shall not be considered at the committee meeting preceding the Annual General Meeting and will be held by the committee until the following year.

5.5. All nominations shall be reviewed by the club committee on an individual basis and should not be compared to any previous nomination received whether that nomination was endorsed or rejected by the committee and whether that nomination was final approved by the club membership. The club member being nominated for Honorary Life Membership shall be considered based on their individual merits as detailed within the form.

5.6. The committee will decide on whether or not the nomination should be endorsed and proceed for discussion and final vote by club membership present at the Annual General Meeting.

5.6.1. All nominations that are endorsed by the committee will be added to the Annual General Meeting as an agenda item and the committee should inform the nominator of the decision. The nominator will be expected to discuss the nomination at the Annual General Meeting.

5.6.2 All nominations that are rejected by the committee will not be progressed further and the committee should inform the nominator of the decision and reasons for the rejection.

5.7. All nominations endorsed by the committee and brought forward to the Annual General Meeting shall be discussed and a final vote shall be completed by all club members present that have voting rights (as defined per the IHAAC constitution).

5.8. If the club membership accepts the nomination, the Honorary Life Member should receive their certificate from the club president or secretary at the Annual General Meeting or at the earliest opportunity after the Annual General Meeting.