

LIFE MEMBERSHIP

Nomination and Election Procedure

The National Council of the Concrete Institute of Australia may elect as a Life Member of the Institute any person who in the opinion of the Council has given long and other meritorious service to the Concrete Institute of Australia. A Life Member shall have all the rights and privileges enjoyed by an Individual Member but shall not be required to pay any subscription.

Nominations for *Life Membership* may be made at any time, but only those received by 30 April in the year of the Biennial Conference (or at least six months prior to the Conference) will be considered for an Award at the Conference.

Nominations may be submitted electronically by any of the following:

- National President of Concrete Institute of Australia
- Council of Concrete Institute of Australia (approved and signed by the Chair)
- A CIA State Committee (approved and signed by the Chair)
- Any three financial members of the Institute together
- The Honours and Awards Nominating Committee (approved and signed by the Chair)

Nominations are then reviewed by the Nominating Committee which is appointed by Council. Following the review the Nominating Committee makes its recommendations to Council as to which nominations should be granted Life Membership. Council makes its final decision based on these recommendations.

It is desirable that nominees are not informed of their nomination, in order to avoid disappointment if the nomination is not successful. Unsuccessful nominations will be kept on the Nominations Register for up to six years. This means that they will be reviewed again during that period.

Criteria

A Life Member of the Institute is considered to have made long and meritorious service to the Concrete Institute of Australia

The following criteria are to be used in assessing nominations for **Life Membership**.

- The essential criterion for the Award is **long and other meritorious service to the Concrete Institute of Australia**.
- The words *long and other meritorious service* mean that the person has given well above average service, of high merit, and over a significant period of time. Merely serving on an Institute Committee, even as a President, or merely for a long period are not sufficient in themselves for granting of the Award. The service provided must be of a much higher level and standard than expected from generally competent people providing their services to the Institute.



- The word *service* means that relevant criteria relate to what the nominee has done for or provided to the Institute. Activities such as technical publications, research, design expertise and the like are expressly excluded as criteria for the granting of this Award.
- The recipient of this Award need not be a member of the Institute, although it is unlikely that a non-member would have given such *long and meritorious service*.

Except under unusual circumstances, the currently serving National President, Directors, or Councillors should not be considered for Life Membership.

Submission

Submissions for Life Membership nomination must be completed using the appropriate electronic form. **Note – It is important that all fields are entered correctly with all the appropriate detail to ensure that the nominee’s credentials are able to be considered fully by the Nominating Committee**

The submission details must include supporting material including:

- Nominees full name, address, and contact information.
- Nominees current company, position and contact information (if still working)
- Nominating person/committee (and name/position of the Chair if required)
- Nominees’ chronological history with CIA. Information to include dates and time frames for:
 - Joining the CIA
 - Being elected to and serving on committees
 - Election or appointment to executive or senior roles on committees
 - Representing CIA on external committees.
 - Participation in CIA activities such as conference organisation etc.
 - Other roles or positions held with CIA.
- The data above should be supported by a detailed submission that outlines how the nominee has provided *long and other meritorious service* that is well above average service and of high merit, helping the Institute achieve excellence in concrete over a significant period of time.

An electronic copy may be submitted via email to:

The Secretary
Honours and Awards Nominating Committee
Concrete Institute of Australia
exec@concreteinstitute.com.au

Presentation

Recipients of Life Membership will be informed in the first instance of their award by the National President.

Life Memberships granted will then be officially presented to the recipient(s) at the Institute’s Biennial Conference. Recipients of the Award will receive a framed certificate and a medallion certifying the granting of the Award.

