

# FIA Emeritus Guidelines

Election as a Fellow Emeritus or Member Emeritus of Fundraising Institute Australia (FIA) is a professional honour that is awarded following intense review and reflection by one's peers. In completing the details for your nominee you should keep in mind that the information you provide is the basis for the consideration of this nomination. We would be very pleased to assist you in any way.

For further information or assistance please contact the FIA team on 02 9411 6644 or email [members@fia.org.au](mailto:members@fia.org.au).

To be eligible for election as a Fellow/Member Emeritus, an FIA member must meet the requirements as detailed in Clause 20 of the FIA Constitution:

## EMERITUS MEMBER

---

- (a) A Fellow Emeritus or Member Emeritus shall be a former Regular, Executive or Fellow of the Company who has retired after long and active participation in fundraising and who at the discretion of the Board has been so designated in recognition of esteemed membership of the Company. A Fellow Emeritus or Member Emeritus as such has no voting rights nor shall they be part of a quorum.
- (b) A nomination of a person for election as a Fellow Emeritus or Member Emeritus shall be in a form prescribed by the Board. Upon receipt of any such nomination the Secretary shall forward a copy of the nomination to each member of the Board and the decision whether or not to recommend such nominee for designation as a Fellow Emeritus or Member Emeritus by election shall be made at the next Board meeting.
- (c) A Member Emeritus who at the time of gaining that status is a Fellow of the Company shall continue to be designated a Fellow of the Company.
- (d) A Member Emeritus/Fellow Emeritus shall have no obligation to pay annual Subscriptions.

## Nomination Conditions

---

1. Nominations should be made in confidence and not divulged to the nominee.
2. Nominations will be elected by members at the next FIA Annual General Meeting.
3. Nominators will be advised in early December of the outcome of their nominations.
4. Note that your nomination of a member for consideration as a Fellow or Member Emeritus of FIA must be supported by another member of FIA.
5. Nominations are to be submitted by email to [members@fia.org.au](mailto:members@fia.org.au)

# Emeritus Nomination Form

This form is to be completed by the nominators.

Please complete sections 1-3 below and return to Fundraising Institute Australia via email [members@fia.org.au](mailto:members@fia.org.au)

## SECTION 1 NOMINEE'S INFORMATION

Name  Surname

Postal address

Email address

## SECTION 2 NOMINATOR'S INFORMATION

Two nominators are required for each nomination. Nominators must be members of Fundraising Institute Australia.

### NOMINATOR 1

Name  Surname

Postal address

Email address

### NOMINATOR 2

Name  Surname

Postal address

Email address

## SECTION 3 CRITERIA FOR MEMBER EMERITUS

**Emeritus criteria – for a retired former member to qualify they must:**

- 1) Have been a long standing FIA member
- 2) Have made demonstrated contributions to the sector
- 3) Demonstrated achievements through their career
- 4) Be a 'fit and proper' person in the view of the FIA Board, having:
  - a. Demonstrated support of the FIA Code
  - b. Demonstrated good conduct

**PLEASE NOTE: A membership check will be undertaken as evidence of the nominee being a 'fit and proper person'.  
If this cannot be supported the nomination may be declined.**

## CAREER SUMMARY

Positions held:

Organisation	Position and description of fundraising role in this position	Duration

## EVIDENCE

Provide examples and/or commentary which demonstrates the nominee's excellence in achievement or contribution to the sector including career or service records.

You should explain how the nominee's achievements and contribution stand out from their peers and/or go above and beyond what might be reasonably expected as part of their paid employment.

## ADDITIONAL INFORMATION

Provide any additional information which recognises the nominee's achievement and contribution.

## PEER SUPPORT

Include letters/emails from at least two peers, which may include the nominators, who are familiar with the nominee's service and achievements, recognising the nominee's achievement and contribution.

Please provide the name and organisation of all people providing support statements.

Name	Organisation	Letter attached
		Y N
		Y N
		Y N
		Y N

## SUBMITTING THE FORM

Please email your completed form to: **members@fia.org.au**

If you have any questions, please contact the FIA team on: **02 9411 6644**

Privacy Policy: FIA respects the privacy of individuals and acknowledges that the information you provide on this form is 'personal information' as defined by the Commonwealth Privacy Act. The information is being collected for the purpose of processing your application. The provision of this information is voluntary, but if it is not provided, your nomination may not be able to be processed. A copy of our privacy policy is available at [https://www.fia.org.au/data/FIA\\_Privacy\\_Policy.pdf](https://www.fia.org.au/data/FIA_Privacy_Policy.pdf)

Fundraising Institute Australia ABN 51 943 541 450