

ROTARY CLUB OF CANTERBURY -THE WORK OF THE AWARDS COMMITTEE-

Introduction

At the Club Council meeting on 27 July 2020 it was agreed to make amendments to the way that the Club Awards Committee should function. The purpose of this paper is to set out guidance on how the Committee will now work. This will be placed on the Club's website.

Why have an Awards Committee?

The purpose of the Awards Committee is:

- By the making of awards to encourage service and fellowship which are at the heart of Rotary.
- To identify Rotarians from within the Club, whose work deserves recognition and to propose them for such recognition.
- To identify individuals or groups outside of the Club who the Club can recognize for their service to others.
- When requested by the Club President to advise on issues of honorary membership. The criteria for honorary membership are attached at Appendix A.

How should the Awards Committee work?

- The Committee needs to be able to demonstrate **independence and confidentiality**. Its membership should be made up of five Club members who have been awarded Paul Harris Fellowships. It should have a chairman who is appointed at the start of the Rotary year by the incoming President and this chairman will approach all Paul Harris Fellows in the Club and arrange the election of the remaining four members from this group. The intention is to rotate membership on an annual basis.
- The Committee is part of the Club. Early on in the annual cycle of its work, the Committee chair should explain to the Club in an open business meeting what the Committee is doing and how it works. This should be in advance of recommendations being made for awards. This will give any Club member the opportunity to privately come forward with a proposal (based on evidence and taking into account criteria for an award).
- There needs to be a clear set of **criteria** against which an award is made.
- There should be a **citation** drawn up clearly stating why the award is being considered and what evidence is relied upon.
- The making of awards should take into account all that a person has done and not just what might have been achieved over a short period of time.
- The Committee will meet to consider nominations made by Club members and by the Committee members themselves. It is important for the Club President to be present to hear the Committee's deliberations but not to be a member of the Committee.
- The Committee will make recommendations to the President who will have the final decision.
- The Committee should not limit its deliberations to existing members of the Club. They should examine whether there are individuals or groups

outside of Rotary who can be recommended either for a Rotary award or an external award.

What awards are we talking about?

There are a range of Rotary awards that can be considered including that of the Paul Harris Fellowship. There are also external awards (e.g. national honours and the Lord Mayor of Canterbury's Award) where the Committee can make recommendations to the President. Those recommendations will then need to be managed by the President.

It is for the Committee members to keep themselves aware of the range of forms of recognition that exist and to ensure that sufficient research and evidence is brought together when making a citation.

The criteria for the award of a Paul Harris Fellowship are attached at Appendix B.

When do we make awards?

The annual Christmas dinner affords a great opportunity to formally recognize people. The Committee's calendar can be geared to meet deadlines.

When people are recognized it is vital to give them dignity.

TB / PAH
04.09.20

APPENDIX A

POLICY ON HONORARY MEMBERSHIP

1. Background

The Rotary Club of Canterbury has traditionally invited the Lord Mayor of Canterbury to be an honorary member for the year of his / her term of office. Archbishops of Canterbury have been elected as honorary members.

2. R.I. Policy

The standard Rotary Club Constitution sets out:

Honorary Membership.

(a) *Eligibility for Honorary Membership.* Persons who have distinguished

themselves by meritorious service in the furtherance of Rotary ideals and those persons considered friends of Rotary for their permanent support of Rotary's cause may be elected to honorary membership in this club. The term of such membership shall be as determined by the board. Persons may hold honorary membership in more than one club.

(b) Rights and Privileges. Honorary members shall be exempt from the payment of admission fees and dues, shall have no vote, and shall not be eligible to hold any office in this club. Such members shall not hold classifications,

but shall be entitled to attend all meetings and enjoy all the other privileges of this club. No honorary member of this club is entitled to any rights and privileges in any other club, except for the right to visit other clubs without being the guest of a Rotarian.

3. Way Forward

- a. To continue to consider awarding honorary membership to present and past Archbishops on the grounds that they are friends of Rotary by virtue of their permanent support of Rotary's cause.
- b. When each new Lord Mayor is appointed, Council will consider offering honorary membership for the period of the Lord Mayor's office by virtue of their permanent support of Rotary's cause. This will then be put to the whole Club.
- c. If any member of the Club wishes to nominate any other person for honorary membership, then the nomination should be seconded, and a written case made out to justify the nomination. The Awards Committee will advise the President when requested and Council will be asked to take a view on the nomination (including the possible period of honorary membership). The nomination will then be put to the whole Club for decision. The eligibility criteria set out in the Club Constitution will apply. Two third majorities of those present at the relevant Council and Club meetings are required to secure honorary membership.
- d. If the proposal is for a former member of Rotary, in considering the eligibility criteria, attention will be given to such issues as:
 - i. Attendance record.
 - ii. What a person has achieved in terms of service and fellowship.
 - iii. Offices held.
 - iv. Awards received.

CRITERIA FOR THE AWARD OF A PAUL HARRIS FELLOWSHIP

1. PAUL HARRIS FELLOWSHIP

Members

- Does the individual fulfill the objects of Rotary?
 - The development of acquaintance as an opportunity for service;
 - High ethical standards in business and professions, the recognition of the worthiness of all useful occupations, and the dignifying of each Rotarian's occupation as an opportunity to serve society;
 - The application of the ideal of service in each Rotarian's personal, business, and community life;
 - The advancement of international understanding, goodwill, and peace through a world fellowship of business and professional persons united in the ideal of service.
- Does the person live the values?
 - Is it the truth?
 - Is it fair to all concerned?
 - Will it build good will and better friendship?
 - Will it be beneficial to all concerned?
- What has the person actually done in:
 - Contributing to the running of the Club?
 - Contributing to the wider Rotary organization?
 - Giving service to others under the banner of Rotary?
- What has the person done outside of Rotary to be of service to others?

Non Members

- What significant act(s) of service to the community and people has this individual undertaken?
- Has the service been given openly, fairly, and in a way that fosters friendship and goodwill?
- Has the benefit to others been sustainable?

2. OTHER AWARDS

Examine the criteria applicable to each award (e.g. Mayor's award), seek appropriate evidence and make applications accordingly.