



Spiritual Care Australia

PO Box 546 East Melbourne 3002
secretary@spiritualcareaustralia.org.au
www.spiritualcareaustralia.org.au
ABN 74 140 224 899

Topic: Life Membership Policy

Policy Number: SCA-13-PO-3003-1

Position Responsible: SCA Board

Approved By: SCA Board

1. Introduction

Spiritual Care Australia is the association of practitioners in Chaplaincy, Pastoral and Spiritual Care. Spiritual Care Australia seeks to unify, consolidate, support, promote and encourage the development of chaplaincy, religious, pastoral and spiritual care within contemporary multi-faith Australia. SCA works at the local level through established branches of the company as stated in the Constitution.

SCA is a not for profit Public Company limited by guarantee, a registered Charitable Institution with the Australian Charities and Not for Profit Commission (ACNC) and has tax exempt status.

2. Definitions

The following definitions apply to this Policy:

SCA: Spiritual Care Australia

Life Member: is a member of Spiritual Care Australia who has been recognised and honoured by the association for their outstanding contribution to field of spiritual care in Australia either as a practitioner and or leadership in the field. Life membership is by invitation of Spiritual Care Australia only.

3. Scope

This policy applies to the Board, branches and members of Spiritual Care Australia.

4. Purpose

The purpose of this Policy is to clarify the criteria and process involved in conferring Life Membership of Spiritual Care Australia.

5. Policy

5.1 The constitution of Spiritual Care Australia notes the following in Clause 9.3.

The Company may from time to time recognise outstanding service to chaplaincy, pastoral and spiritual care in general, or the Company in particular by conferring Life Membership.

Life Members will be natural persons:

- who have been a Member of the Company for a minimum of 5 years;
- have demonstrated an outstanding contribution to chaplaincy, pastoral and spiritual care and the national interests of the Company;
- who are invited by the Board or any general meeting of the Company to become a Life Member; and
- who agree in writing to become Life Members.

The Company may consider inviting persons who have not been a member for at least five (5) years to be Life Members where the nominated person has made outstanding contributions to chaplaincy, pastoral and spiritual care over a sustained period at a national level.

Any nomination for Life Membership must be lodged with the Company Secretary no later than six (6) months before the Annual General Meeting.

5.2 In order to maintain compliance and good governance in accordance with the Spiritual Care Australia constitution the following procedures will apply to the conferral of Life Membership:

- 5.2.1 Nominations for Life Membership must be made in writing and include a signed letter by the intended recipient agreeing to accept life membership.
- 5.2.2 Nominations may be made by Spiritual Care Australia Branches, the Board of Directors and or individual members.
- 5.2.3 Nominations must have a nominator and seconder.
- 5.2.4 Nominations must address the criteria noted in the constitution under Clause 9.3.1 and put the case for Life Membership of the nominee.
- 5.2.5 Nominations for Life Membership must be received by the Company Secretary no later than six months before an Annual General Meeting of the Company (usually held in conjunction with the annual national conference).

- 5.2.6 Applications will be considered by the Spiritual Care Australia Board who will accept the nomination or not, based on the criteria as noted above.
- 5.2.7 Any applications received after the prescribed time limit will be held over till the next eligible Annual General Meeting.
- 5.2.8 The Board of Directors will ensure that arrangements are made to include the conferral of Life Membership upon successful nominees at the next eligible Annual General Meeting. Alternative arrangements may be negotiated where nominees are not able to attend an Annual General Meeting.
- 5.2.9 The Executive Office (EO) is to ensure that all membership records be updated to ensure that an accurate list of Life members is maintained. The EO will also be responsible to publish the list of life members on the Spiritual Care Australia Website and any other medium considered necessary.

5 Related Documents:

SCA Constitution (Clause 9.3)

6 Review History:

Date	Reviewed By	Amendments/review
May 2017	SCA Board	

7 Next Review:

Date	Position responsible
May 2019	SCA Board