

# **Honorary Life Membership Task Force Recommendations**

## **Background**

Honorary life membership is a discretionary honour. It may be awarded to current or past Editors Canada members who have made an exceptionally valuable contribution to the association. This award is reserved for candidates of the highest calibre. It is a deeply meaningful recognition by Editors Canada, to be bestowed sparingly.

## **Selecting Awardees**

We recommend that awarding of an honorary life membership be adjudicated by a dedicated award committee. The committee will review nominations annually and select at most one awardee in any year. Awarding an honorary life membership only every few years is entirely appropriate.

The award committee will be formed and operate in a manner similar to current Editors Canada committees for other major awards, such as the Tom Fairley Award or the Karen Virag Award. If a person is selected in any year to be awarded an honorary life membership, the award will be presented at the annual Editors Canada conference along with other major awards.

## **Eligibility**

Nominees must be current or former members of Editors Canada who, during their membership, made sustained, significant contributions to the work or welfare of the association. Their leadership motivates others to become involved in professional activities.

## **Award Committee**

The committee to award honorary life memberships will consist of 6 current members of Editors Canada. Each committee member will serve a term of 3 years, with 2 members being replaced each year by 2 new members. This offers continuity in knowledge about the quality of nominees considered in previous years and continuity in the adjudication process.

## **Nomination and Assessment Process**

The award committee will receive very clear instructions that this award is reserved for candidates of the highest calibre.

The nomination and assessment process will be 2-pronged, to encourage input from multiple members of Editors Canada and to maximize transparency and fairness of the process.

1) Nominators, who are Editors Canada members in good standing, will complete a nomination package similar to the currently used nomination forms. Award committee members will review the submitted nomination package, which will include a detailed résumé for the nominee and letters of support or reference.

2) The award committee will identify 4 to 6 people who have worked with the nominee on the contributions to Editors Canada for which the nominee has been put forward. As a committee of the whole or in individual formal discussions, committee members will ask for input of these people identified about the contributions of the nominee to Editors Canada.

*Note that this input would be in addition to letters of support or reference included with the nomination package. Committee members would select a diverse set of people to give this input.*

Input could be via a personal statement, email, or personal interview, at the discretion of the committee and the person giving the input. Input would be solicited as responses to a set of standard questions about the contributions of the nominee.

*Sample questions for a personal interview by phone or videoconference or in person:*

1. Could you please tell me a bit about the project that you worked on with (Nominee), and how well you know them?
2. What was it like to work on (*Project X*) with (*Nominee*)?
3. What kind of impact did (*Nominee*) have on (*Project X*)? How influential were they in shaping (*Project X*)?
4. What happened as a result of (*Nominee*)'s contributions, or as a result of (*Project X*)?
5. Could you comment on anything that was surprising or unexpected about working with (*Nominee*)?
6. Honorary life membership is only given to people who have made a sustained, significant contribution to Editors Canada, over a significant period of time. Working to bring about long-lasting change almost invariably ruffles some feathers. What was challenging about working with (*Nominee*)?
7. Based on our conversation so far, it sounds to me like (*summarize your understanding of interviewee's perspective*). Do I have that right?
8. Is there anything else we should know about (*Nominee*) that we haven't already discussed?
9. Do you know of any reason why (*Nominee*) should not receive an honorary life membership?

These questions could be adapted for input via email or written personal statement.

### **Adjudication Process**

Award committee members will use the rubric on the following pages as a guideline in adjudicating the award. They will rate the nominee with this rubric, using 1) information from the nomination package and 2) input from the people interviewed in step 2 of the nomination and assessment process.

Please note that the rubric is holistic, and that awards will only be granted to nominees who are rated as **outstanding** or **excellent** in more than a single category. Nominees will be rated by the award committee through a points system. The nominee will be assigned 3 points for each rubric category in which they are **outstanding**, 1 point for each rubric category in which they are **excellent**, and 0 points to each rubric category in which they are **good**. To be considered for an honorary life membership by the committee, the nominee should score at least 7 to 9 points by this method.

Please note that the **good** level within each rubric category is simply a baseline reference, not an indication that this level of contribution qualifies a candidate for honorary life membership.

### **Voting on Awarding an Honorary Life Membership**

After considering information from the 2 prongs of the assessment process, and the nominee's rating through the rubric, all members of the awards committee must vote on whether to award an honorary life membership to a nominee. Committee members are not permitted to abstain from this vote.

### **Special Notes**

If a member of the award committee were in conflict of interest (such as a close colleague of a nominee), that member would need to be replaced on the committee for that year.

Area of Contribution	Shaping Editors Canada Nationally	Communications	Branches & Twigs	Publications	Training & Development	Volunteer Management	Francophone Editing Community	Professional Standards
<p><b>Outstanding:</b> Innovation at the strategic or policy level. Changes could not have happened without this person. Long-term commitment in multiple areas, with overall influence of the direction of Editors Canada. Outstanding policy development, strategy development, or through influential practice (being strategic while being hands-on).</p>	<p>Developed a new initiative or reformed an existing one, for example changing the purpose or planning of a major event. Making a difference through long-term innovation and influence on NEC.</p>	<p>Developed new strategic orientation for communications at a national level. Wrote influential strategic or innovative materials on behalf of the organization. Spoke with the voice of the organization on influential strategic or innovative matters.</p>	<p>Long-term leadership that shapes the strategic direction of a branch or twig. Grows a new branch or twig that continues in the long term.</p>	<p>Shaped the ways in which Editors Canada communicates with itself and with the world. Developed a new publication such as a one-off book or a longer-term series. Developed a seminal idea for a publication.</p>	<p>Developed new strategic orientation for training and development at the national level. Long-term leadership in shaping the strategic direction of training and development.</p>	<p>Started up innovative or strategic programs that require volunteer teams, such as blue pencil sessions or Word on the Street.</p>	<p>Gave long-term leadership in shaping the strategic direction of Editors Canada service for the francophone editing community. Grew a new francophone initiative that continues in the long term. Developed new strategies to raise the profile of francophone members in Editors Canada and the wider community.</p>	<p>Shaped the ways in which Editors Canada defines professional standards for itself and with the world. Developed innovative resources or training strategies to meet professional standards.</p>

<p><b>Excellent:</b> Practical leadership to make innovation or change happen.</p>	<p>Made significant new contributions within an area or areas, for example leading execution of a new initiative</p>	<p>Took a leadership role in implementing innovation for one avenue of communications</p>	<p>Served on the leadership committee of a branch or twig to implement innovation and strategic direction.</p>	<p>Took a leadership role in implementing strategy or innovation for publications, including Editors Weekly and Active Voice.</p>	<p>Took a leadership role in building an existing T&amp;D direction. Developed materials or teaching practices for a new or existing T&amp;D direction.</p>	<p>Took a leadership role in volunteer-run events. Recruited and retained volunteer teams for the longer term.</p>	<p>Took a leadership role in implementing innovation for one area of francophone affairs or services for francophone members.</p>	<p>Took a leadership role in one area of building and maintaining professional standards.</p>
<p><b>Good:</b> Assumes tasks and follows through quickly and efficiently. These contributions are of definite value to editors Canada, but do not qualify a person for an honorary life membership.</p>	<p>Contributed regularly to existing initiatives</p>	<p>Regularly assumed responsibility for writing Editors Canada information such as press releases, event summaries, or promotional items.</p>	<p>Regularly contributed to running branch or twig events</p>	<p>Executed tasks to bring publications to completion. Regularly contributed to Editors Weekly or Active Voice.</p>	<p>Regularly taught training programs across Canada, such as webinars or workshops to multiple branches and twigs.</p>	<p>Participated in an event organizing committee. Organized Editors Canada participation in an event or series of events, such as an Editors Canada booth at Word on the Street.</p>	<p>Organized events or training for francophone members. Contributed French content to Editors Canada publications (writing, translating). Participated in committees for francophone initiatives.</p>	<p>Contributed to promoting and maintaining professional standards through regular responsibility for invigilating, testing, or marking certification exams.</p>