

# ADPH Honorary ADPH Membership

## Guidance for making a nomination



### 1. Background

The Constitution allows for the appointment of Honorary Members as follows:

*The Board may, in accordance with the process defined at Schedule 5 of the Constitution, offer Honorary Membership to individual(s) whose work or service has been of great value to the Association; or who are deemed to be worthy of membership of the Association through their support of and benefit to the work and role of the Director of Public Health. Honorary Membership may be granted for a term of five years. Such Honorary members do not have voting rights and may not hold Elected Officer posts, and will not normally be subject to a subscription charge. Following the completion of an initial term of five years, the Board may renew Honorary Membership for one further five year term. The appointment of Honorary Members will be reported to the AGM.*

### 2. Process for appointing Honorary ADPH Members

- a. Nominations for Honorary Membership may be put forward by Council members (on a form that requires clear explanation of how the individual meets the criteria). All full ADPH members are able to put forward nominations via their local Constituency Representatives (and if felt appropriate it may be open to all full members to make nominations).
- b. The Board consider and approve Honorary Memberships, which are subsequently reported to the AGM.
- c. The individuals concerned are informed and invited to accept Honorary Membership – and may be invited to the Annual Conference/AGM to be formally presented with Honorary Membership.
- d. The Board will annually review Honorary Membership, and consider whether to renew terms for those Honorary members' whose initial term is coming to an end. Renewals to be confirmed by the Board and reported to the AGM.

**Criteria:** To avoid potential cross-over with any honorary status offered by other public health organisations, the criteria for ADPH Honorary Membership is directly related to work in support of the Association or the DPH role, i.e.:

*An individual:*

- *whose work or service has been of great value to the Association; or*
- *who is deemed to be worthy of membership of the Association through their support of and benefit to the work and role of the Director of Public Health*

### 3. Benefits of Honorary Membership

The benefits to Honorary Members include:

- Invitation to Annual Conference (and possibly a dinner for Honorary Members and ADPH Honorary Officers on the eve of the Annual Conference)
- Input to ADPH policy
- Access to ADPH membership expertise, networking and events
- Formal recognition of their contribution
- A Certificate of Honorary Membership

The benefits to the ADPH include:

- Continuing dialogue and engagement with the Honorary Member
- Benefits from access to their expertise and advocacy
- Potential for their support (e.g. as a mentor, policy advice)

# Honorary ADPH Membership

## Nomination Form 2016



### Confidential

**Criteria:** The criterion for ADPH Honorary Membership is directly related to work in support of the Association or the DPH role, i.e.:

**An individual:**

- whose work or service has been of great value to the Association; or
- who is deemed to be worthy of membership of the Association through their support of and benefit to the work and role of the Director of Public Health.

**Process:** If you wish to nominate an individual for Honorary ADPH membership, you should:

- be a full ADPH member (i.e. holding a post as a DPH or equivalent);
- ensure the nominee meets the defined criteria;
- complete the form below (in confidence) and submit to your local ADPH constituency representative (or directly to [mark.hamblett@adph.org.uk](mailto:mark.hamblett@adph.org.uk)) by Friday 29<sup>th</sup> April 2016

**Nominations should be treated as confidential – please do not discuss with potential nominees.**

All nominations will be considered by the ADPH Board and you will subsequently be notified of their decision.

In the event that the nomination is approved, ADPH staff (on behalf of the President) will write to the nominee to invite them to accept Honorary Membership (for an initial five year term).

<b>Details of nominator:</b>  <b>Your name:</b>	<b>Your job title:</b>
<b>Your organisation:</b>	<b>Your contact details</b>  <b>Organisation address:</b>  <b>Tel:</b>  <b>Email:</b>
<i>I confirm that, by completing and submitting this nomination form, I am eligible to make a nomination for Honorary ADPH membership, as a full (ordinary) member of the Association of Directors of Public Health (i.e. holding a post as a DPH or equivalent)</i>	

<b>Details of nominee:</b>  <b>Name of nominee:</b>	<b>Nominee job title/role:</b>
<b>Organisation/employer (if applicable):</b>	<b>Nominee contact details</b>  <b>Address:</b>  <b>Tel:</b>  <b>Email:</b>
<p>Nominators should complete supporting information below – please specify why this individual should be offered Honorary ADPH membership, with specific reference to how they meet the required criteria, as an individual:</p> <ul style="list-style-type: none"> <li>- whose work or service has been of great value to the Association; or</li> <li>- who is deemed to be worthy of membership of the Association through their support of and benefit to the work and role of the Director of Public Health.</li> </ul>	

Please complete this form (in confidence) and submit to your local ADPH constituency representative (or directly to [mark.hamblett@adph.org.uk](mailto:mark.hamblett@adph.org.uk)) by no later than: **Friday 29<sup>th</sup> April 2016**.

Nominations should be treated as confidential – please do not discuss with potential nominees.

All nominations will be considered by the ADPH Board and you will subsequently be notified of their decision.