

1. INTRODUCTION

- 1.1. The award of Life Membership is the highest honour that Learning Environments Australasia can bestow on an individual and is done so in recognition of those who have made an outstanding contribution to the organisation.
- 1.2. There is provision within our Constitution for the creation of such a category:
Clause: 4.4
The Board may bestow life membership upon natural persons committed to the objectives of the Company as defined in the Constitution
Such life members are not required to pay any membership fee and have all the rights and privileges of financial members."

2. THE AWARD

- 2.1. The Australasian Executive (Board) may grant, by resolution, Life Memberships upon any person who is eligible for membership to LEA, and who in its opinion have rendered special service to the Australasian Executive and/or an Australasian Chapter of LEA.
- 2.2. There will be one (1) Life Membership awarded annually.

3. LIFE MEMBERSHIP ELIGIBILITY + CRITERIA

- 3.1. Active membership of LEA of at least fifteen (15 years)
- 3.2. Active service to LEA of at least eight (8) years on Regional Committees and/or Council
- 3.3. Held an Officer Position at Chapter level
- 3.4. Held a Committee Position at Chapter level
- 3.5. Has been active in making presentations and publications, and/or active annual conference planning (Annual Conference and/or Regional Day Out and/or Learning Spaces Aotearoa), and/or other contributions to LEA
- 3.6. Is supported by three (3) independent letters of recommendations. These independent letters of recommendations are not to be provided by the nominator or seconder, and as per clause 3.6.1.
 - 3.6.1. Independent Person is defined as *"any person not in the employ of the application subject, and not the application nominator or seconder"*.
- 3.7. Demonstrated exceptional service and contribution to LEA
 - 3.7.1. Exceptional service and contribution is defined as *"being a contribution above and beyond the normal contribution made by a member in the course of their service to LEA, eg: a record of long or high service in the association; a long and sustained record of recognised excellent work, contributions and service; or a similar achievement in progressing the vision and mission of LEA."*

4. NOMINATION BY

- 4.1. Any member of current financial standing may nominate another member for a life membership.
- 4.2. Every nomination must also be seconded by another member of current financial standing.
- 4.3. Chapters may also initiate a nomination which would then be proposed by the Chair of the Chapter and seconded by another committee member.

5. ASSESSMENT

- 5.1. The following weighted score criteria are to be used to assist in guiding the Life Member Selection Panel:
- 5.2.

Points	Criteria
0	Compliant application (including service years: YES or NO)
5	Officer Position at Regional, or International level
5	Committee position at Regional, or International level
10	Presentations and/or publications, and/or conferences and/or other contributions
30	Three (3) independent letters of recommendations focusing on LEA roles, contributions, service etc. See clause 3.6
50	Demonstrated exceptional service and contribution to LEA

6. APPROVAL PROCESS – SELECTION PANEL

- 6.1. The Life Membership Selection Panel and the Chapter Honours Selection Panel are the same panel, as appointed annually by the LEA Executive.
- 6.2. Nominations referred to a special Life Membership Selection Panel for recommendation, who can ask

for further substantiation information in its consideration of nominees, if required. Recommendation by the special panel provided to LEA Executive, with simple majority required.

- 6.3. The panel members to include four (4) members, including:
 - 6.3.1. One member of current LEA Executive Team
 - 6.3.2. An existing Life Member or active member of long standing
 - 6.3.3. Two members nominated by LEA Executive

7. NOMINATION PROCESS

- 7.1. All nominations must be submitted via the online form by 4pm (AEDST/VIC time) Sunday 25 October 2026.

8. BENEFITS

- 8.1. Complimentary LEA membership for life
- 8.2. Complimentary registration fee to the Annual Conference, including Welcome Reception
 - 8.2.1. The Life Member can elect to attend any other Annual Conference events such as pre-conference tour, or LEAD Awards dinner at their own expense

9. LIFE MEMBERSHIP ANNOUNCEMENT + PRESENTATION

- 9.1. Award to be a Certificate, Citation and Trophy, announced at the 2026 Annual General Meeting (AGM) on Friday 20 November 2026 in Hobart, and presented in person at the 2027 Annual Conference in Sydney in May 2027.
- 9.2. If the recipient is not in attendance at the 2027 Annual Conference, the presentation will be in person at the 2027 AGM.