



HONOURARY MEMBERSHIP Terms of Reference

Appointment as an Honourary Member is the college's most prestigious recognition of an individual who has never been a regulated member.

Section 58 (1) of the by-laws of the Alberta College of Pharmacists states:

Council may register a person on the honorary register where the person:

- a) is not and never has been a regulated member; and*
 - b) has, in the opinion of Council, rendered distinguished service¹ to the pharmacy profession.*
1. The nominee must have made a significant contribution to pharmacy over an extended period of time.
 2. The nomination form must be submitted with the names and signatures of at least two members in good standing with the college.
 3. The nomination must outline the candidate's qualifications and contributions for receipt of the award.
 4. Nominations for this award must be received by the Registrar by the second Friday in December of any given year.
 5. The Honourary Membership is presented at such time as deemed appropriate by Council.
 6. This Honourary Membership is not presented posthumously.
 7. Power of decision for granting of Honourary Membership rests with the Council of the Alberta College of Pharmacists.

Note: This award is not necessarily given every year.

¹ Distinguished service is defined as long-term service to:

- Our profession, having provided leadership provincially and/or nationally; and
- The advancement of pharmacy and healthcare in their community through community service, philanthropy, and/or humanitarianism.

Honourary Membership Application Process

1. First, read the award's terms of reference to ensure your nominee is eligible for the award.
2. Once you have determined they are eligible, prepare a written nomination which details as clearly as possible:
 - your nominee's contributions to the profession of pharmacy (local, provincial, national and international)
 - the value your nominee provides/provided to co-workers, their community, other health professionals, etc. and these people's responses to or comments on your nominee's work.
 - how your nominee implemented and executed their initiatives.
 - any unique strategies your nominee used.
3. Answer, "Is there anything more about this nominee you would like us to know"? Consider including supporting information with your nomination. Work with patients, colleagues and other health professionals to enhance your entry. This can include gathering:
 - testimonials from pharmacists, colleagues, professors, and faculty
 - testimonials from heads of organizations and associations
 - personal background information on the nominee
 - copies of any promotional materials that have been prepared
 - records of achievement or other recognition
4. Submit your nomination, with the names and signatures of at least two members in good standing with the college, to ACP's registrar by the second Friday in December.

Points to remember...

Compelling entries:

- are thorough, with a clear description of the initiative or work completed.
- show the nominee's strong dedication to the initiative or work completed as well as to the larger profession.
- demonstrate that the nominee went beyond the call of duty and consistently strove for excellence.
- Are supported by material from a variety of sources (e.g., patient testimonies, newspaper and magazine articles)