

# AFS Member Handbook

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## **Purpose**

AFS Intercultural Programmes (AFS) encourages all people associated with AFS to be a member. It provides an opportunity to remain up-to-date and connected with a group of like-minded people. Being a member also gives people an opportunity to influence the leadership of AFS by voting for elected members on AFS' Governance Team and holding a vote at General Meetings of the Society.

## **Who can be a Member**

Anyone who has an interest in AFS whether as an active volunteer, participant in a programme or as a supporting organisation may be a Member of AFS, whether an individual or organisation.

## **Length of Membership**

Membership is an annual process with membership running from 1 January to 31 December each year. If a member joins part way through the year, their membership will be valid to 31 December of that year. The exception to this is for life members (see below).

## **Conditions of Membership**

Anyone who commits to the conditions of being a member and commit to helping AFS achieve its vision through its purpose can be a member. They must formally sign up and declare their commitment.

The conditions of being a member are to:

- Give commitment to positively contribute to the vision and purpose of AFS.
- Support and act in a way that is consistent with AFS guiding principles.
- Not put the AFS name and reputation in disrepute.
- Pay the required membership fee (if any).

## Becoming a Member

Chapter Members of AFS prior to the constitution change on xxx 2018 will automatically become members of AFS for the current financial year.

Each year existing members will receive an electronic request (post by request) asking them if they wish to renew their membership. Members renewing their membership will need to ensure their contact details are up to date and commit to the conditions of membership for another year. The membership will be administered by the National Team.

Every new volunteer and participant in AFS programmes will be asked if they wish to become a member of AFS. They will receive a link to an online form to enter their contact details and commit to the conditions of membership.

## Benefits of Being a Member

Members are a dedicated community of like-minded individuals committed to AFS' vision and purpose. Being a member gives someone:

- **Community:** Connection with like-minded people locally, nationally and internationally
- **Access to information:** Regular communications from AFS keeping you up-to-date on what is happening in the AFS community.
- **Personal Development:** Access to events, training and professional development opportunities.
- **Participation and influence:** become part of a Local Team and have your say about the activity in your community and help inform the strategic direction of AFS.
- **Vote:** Ability to vote for elected positions on the governance team and at General Meetings.

## Membership Fee

The membership fee will be determined each year by the Governance Team.

The fee can be set at \$0, with a voluntary donation for those who wish to make one.

# Life Members

The Life Members programme gives special recognition to the significant contribution made by individuals to deliver on AFS' purpose.

## Qualification as a Life Member

Life Members of AFs prior to the constitution change on 25 August 2018 will automatically qualify to be Life Members under the new constitution.

Attributes of a life member are as follows:

- A minimum of 15 years' continuous contribution to AFSNZ.
- Evidence of international, national, regional or local leadership –preferably more than one type.
- Service that has strengthened the organisation or helped it evolve through activities/projects/etc (added value) e.g. numerous contribution to working parties, development of new initiatives/ leadership of change.
- Service that has involved both hands on interaction with students, families or local teams as well as infrastructural volunteering (such as Board member).
- The person is known and looked up to by many internally.

In addition to the above any New Zealand volunteer who has been awarded the Galatti award shall automatically qualify as a Life Member.

## Nomination of Life Members

Local teams, development teams or the Board can put an individual forward to be recognised as a life member.

A nomination must be completed on the life member nomination form. A minimum of three people must sign and support the nomination.

The Governance Team will consider all nominations and make the final decision on who will be considered a life member.

## Recognition of Life Members

Appropriate recognition will be given at the AFS Annual Meeting for each new life member.

AFS will develop profiles of each life member and ensure life members stories and commitment is well acknowledged.

## Benefits of Life Members

Life members membership is a life time membership. They will not be required to renew their membership annually and will not be charged any fee. They will maintain all the rights of ordinary members.

Life members will be invited to attend all key AFS events.

## Supporting forms

- Online application to be a member
- Member renewal online and postal form
- Life Member nomination form.