

### 5.4.3.1.1 POLICY

## Procedure for the Nomination & Assessment of Candidates for Election as Fellows

### 1 Eligibility

Candidates shall be Registered members who, through their experience and conduct, have “*significantly contributed to the status or advancement of the profession in New Zealand*” (article 2.3(g) of Constitution). As a guide, it is anticipated that candidates will have had at least 10 years professional experience.

### 2 Nomination Process

Nominations will be called for annually, in time to allow processing and the announcement of any fellowships at the Annual Meeting following. Nominations may be made by individuals, groups or branches, and should be accompanied by a **statement of contribution** supporting the nomination. Self-nominations are not anticipated.

### 3 Decision Process

The Executive shall appoint an Assessment Panel to consider the nominations. The Panel shall bring its recommendations to the Executive for its decision.

Where the Executive considers that changes are required to the procedure, that these are ratified by the membership at an AGM.

### 4 Categories of Contribution

Each nomination may identify for consideration, experience and/or service within one or more of the following categories:

- (a) practice in landscape design
- (b) practice in landscape planning and/or landscape management
- (c) creation of knowledge by research or inquiry
- (d) communication of knowledge by publishing, teaching or mentoring
- (e) leadership of people or programmes
- (f) a pattern of distinguished service within the Institute at an international, national or branch level.

## 5 Criteria for Assessment

### General

Within the elected categories, the **statement of contribution** should clearly establish the nominee's contribution to the status or advancement of the profession in New Zealand.

### Categories (a) & (b) • Practice in Landscape Design, Landscape Planning or Landscape Management

- a pattern of distinguished work and/or leadership in the candidate's nominated field of practice over an extended period of time, which may include the receipt of awards or other expressions of acclaim
- work which advances the art, stewardship, and social responsibility of contemporary landscape architecture

### Categories (c) & (d) • Creation of Knowledge by Inquiry /Communication of Knowledge by Publishing, Teaching or Mentoring

- a pattern of distinguished work and/or leadership in the candidate's nominated field over an extended period of time, with a demonstrated role in advancing education and the profession; plus, as appropriate :
- creates significant new knowledge which advances landscape architecture, and which has been recognised by peers as worthy of publication
- an outstanding record of communication of knowledge to others
- teaching or mentoring has been recognised as outstanding by students, graduates or peers
- publishing of important ideas about landscape architecture with appropriate critical acclaim

### Category (e) • Leadership of People or Programmes

- a pattern of distinguished leadership of people or programmes over an extended period of time, in public, private or academic settings
- exemplary leadership or administrative ability shown in project initiation, policy formation, planning, design or management of the landscape

### Category (f) • Service within the Institute

- a pattern of distinguished service within the Institute at an international, national or branch level over an extended period of time, with accomplishments that have been significant, inspiring, and a role model for others. Distinguished service could include any of the following:
  - executive position(s) or chairs
  - a pivotal role in establishing, building up, or managing a branch
  - significant policy, financial and/or administrative initiatives
  - successful implementation of particular projects, task forces, committees, etc.
  - role in national/branch coordination and support
  - planning & management of conferences, seminars and other CPD events.
  - direct service, advocacy and support to members
  - representation in domestic and international forums, including IFLA
  - advocacy and liaison with governmental agencies or relevant professional bodies

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