

BDA HONOURS COMMITTEE MEMBER

Period of appointment:
March 2024 – March 2027

Role of the Honours Committee

The purpose of the Honours Committee is to oversee and manage Honours applications for

- Internal BDA Honours such as Fellowships, Ibex etc
- National Honours e.g. OBE, MBE, BEM
- European Honours i.e. those run by EFAD

The committee will provide expertise and knowledge of the profession around the UK, will have expertise in guiding members where appropriate on Honours applications and doing relevant research and drafting of Honours citations.

Honours Committee Member Role Description:

- Is a member of the Honours Committee
- Provides advice and support to BDA Board of Directors, staff and members on the internal and national honours system
- Promotes the internal BDA honours system to the membership by drafting and issuing suitable communications or advice to members, specialist groups, branches etc
- Writes citations for internal and national honours when/where needed
- Makes recommendations to the BDA Board of Directors on internal BDA honours citations
- Researches professional academic or clinical backgrounds of BDA members for national honours
- Submits citations for national honours on behalf of the BDA
- Acts confidentially and discreetly at all times
- Undergoes training on internal and national honours procedures as required

- Works with the other honours committee members to produce an annual report for inclusion in the main BDA annual report
- Has a good knowledge of the profession across the UK/home country
- Attends at least one face to face meeting each year and contributes proactively to the workings of the committee by teleconference and e mail as required

Time Commitment:

Estimated time commitment:

- At least 4 meetings each financial year one of which may be Face to Face with the others being held virtually
- Communication by e- mail and virtually as required between meetings to undertake assessments and consider and write (if required) citations for both BDA internal and national honours.

Remuneration:

This position is voluntary, no remuneration is offered.

Term of Office:

This post is for a period of three years and committee members may be reappointed for one further term of office