



Diocese of New Westminster
ANGLICAN CHURCH OF CANADA

The Order of the Diocese of New Westminster

Nomination Information

Who is Eligible?

Any lay member of any parish in the Diocese may be nominated for this award. Typically nominees will have served in a parish or a number of parishes in an outstanding manner, without remuneration, on committees, on parish councils, in choirs, in special outreach, for a period of not less than ten years. Such service shall be continuous over this period although not confined to one activity or in one parish. Nominees may also have served similarly at the Diocesan level and in special initiatives and/or programmes, the later not necessarily for such a length of time but for shorter periods which demand a high level of commitment of time and expertise.

Please be aware that Nominations cannot be made posthumously.

Nomination Process

- a) Nominations may be submitted by any member in good standing of any parish to the Rector or priest in charge of the particular parish. Each parish is permitted to nominate one person in each and every calendar year. Nominations are reviewed by and approved by the Rector, who in consultation with the Wardens and the nominee will then forward the name to the Bishop. Such nominations must be received in the Bishop's office not later than 31 March of the year the award is to be made and will include a brief biography (with a photograph if possible) of the nominee and a brief summary of the reason that the nominee has been proposed along with a one time processing fee of (currently) \$25 payable to the Diocese of New Westminster. At the same time, the Bishop in consultation with the Archdeacons is entitled to propose up to ten recipients of the award. Typically, such nominees will be persons whose service has been diocesan wide, or if mainly at the parish level, has had an impact in the Diocese beyond the parish where the service has been made.
- b) Once all nominations have been received in the Bishop's office, they will be reviewed by a committee of three, appointed by the Bishop for a two year term for the purpose, who will ensure that all the documentation is in order, and who are responsible for checking with Rectors if there are any questions about the reasons for the nomination. Once this work has been done, then a final list is submitted to the Bishop for his approval. This list is to be submitted not later than two weeks prior to the meeting of Diocesan Council after annual Synod (normally June). The Bishop reviews and approves the list. Only the Bishop has the authority to alter the list, and if he or she feels, for some reason, that a particular award from a Parish should not be made at a certain time, then the Rector of the Parish is advised by the Bishop and that Parish has the right to propose an alternate nominee.

- c) Once the Bishop has approved the list, the nominees are informed in writing and asked to respond within an appropriate time frame whether they choose to accept. Once they have responded then the nominees are announced to Diocesan Council

Presentation

The presentation of the award is made by the Bishop at a Diocesan Celebration service to be held at Christ Church Cathedral on Sunday Nov. 7, 2010 at 4:00 p.m.

Each award is presented personally by the Bishop and parishes are invited to send both family and general congregation guests to the service.