

Honorarium Guidelines

Established November 2023

Introduction

The BCLA would like to offer an expression of gratitude in the form of an honorarium to **volunteer** presenters who are experts in their field and have lived experience to share. An honorarium is a token of thanks in circumstances when there is no pre-arranged contract, such as a set hourly rate which a professional trainer or speaker typically delegates as an independent contractor.

While we cannot place a value on lived experience, this gesture is an effort to acknowledge someone's emotional labour, accumulated expertise, and even their vulnerability when representing a group of people who may be marginalized or in a minority. The recipient of an honorarium may be providing learning opportunities in the form of presentations, webinars, lectures, panels, and other training.

Please understand that the BCLA has limited resources and funds and reserves the right to offer or decline the arrangement of an honorarium, as well as negotiate a rate outside of these standards, for example an Indigenous Land Acknowledgment at the annual library conference.

In regard to a panel or round-table with multiple presenters, the BCLA reserves the right to offer a portion of the honorarium to each individual considering that the labour of hosting is shared.

These guidelines are intended to help clarify when the BCLA offers an honorarium and at what rate, which will be adjusted annually considering cost of living.

Considerations

- Is the presenter already being compensated for their time as a staff member of an organization, such as a public or academic library? For example, a Children's librarian presenting the success of a program or a Library director sharing a health and safety strategy.
 - If yes, the BCLA would decline offering an honorarium.
- Is the presenter offering knowledge based on experiences that demonstrates their unique understanding of a topic or issue? For example, a library worker with a lifelong passion for climate activism offering practical guidance to inspire their community.
 - If yes, the BCLA would propose offering an honorarium.
- Is the presenter offering their knowledge based on experiences as a member of a marginalized community? For example, someone who is neurodivergent or someone who is from the LGBTQ2s+ community or BIPOC community, and they are sharing their lived experience to better inform library staff.
 - If yes, the BCLA would propose offering an honorarium.
- Is the presenter a professional trainer or author?

- In these cases, it is likely that the person has a set hourly rate and requires a formal contract. In the situation where the person is volunteering their time, an honorarium may be offered to reflect our gratitude.

Rates

With considerations in mind, we will be offering a standard **\$275** for voluntary contributions up to 90 minutes and will consult the CARFAC [fee schedule](#) when there have been efforts above and beyond this timeframe. Because this work often involves lived experience and preparation that is immeasurable, the BCLA prefers this standard amount over an hourly rate.

This \$275 may also be portioned out among presenters in the circumstance of a round table or panel considering that the labour was shared.

Please note that an honorarium must be less than \$500 in a calendar year, and any amount over \$500 requires a [T4A slip](#) by law. Again, this nominal fee is not reflective of the value of the work done, but rather presented as a non-routine expression of gratitude.

Thank you for your understanding and your expertise.