



STATUTES OF THE Alliance of Youth Workers Associations

TITLE I – NAME AND SEAT

Article 1 - Name

The international non-profit Association is established under the name “Alliance of Youth Workers Associations”. Its acronym is **AYWA**. Hereafter it is referred to as “the Alliance”.

The Alliance falls under the provisions of title “Code des sociétés et des associations” of the Belgian law of 23 March 2019, replacing the law of 27 June 1921 amended by the law of 2 May 2002, concerning the non-profit associations, the international non-profit associations and the foundations.

Article 2 – Registered Office

The Association’s registered office is located in Andenne (5300), rue Bois d'Axhelet 10 B (Wallonia Region - Namur Province), Belgium. The registered office may be relocated within Belgium by decision of the Board.

TITLE II – OBJECTIVES OF THE Alliance

Article 3 – Vision and Mission

AYWA as the Alliance of national associations of youth workers and youth work providers advocates for the youth work recognition, for the development and quality of youth work in Europe.

The mission of the association is the following:

To ensure that the development of youth work and youth worker professions are guaranteed, valued, and recognized in the realities of the member organisations and at European level.

To implement quality standards and code of ethics in the youth work provisions.

The Alliance refers to an internal code of Ethics that is supporting the overall implementation of the activities. The association has been created for unlimited duration.

Article 4 – Aims

The aims of the association are:

- To advocate for the recognition of youth work as a profession and as a positive driver for change in the national realities in Europe;
- To lobby for well-established national youth work policies and to encourage their implementation;
- To contribute to the identification and definition of quality standards in youth work, supporting the member organisations in their implementation of quality standards in their national realities;
- To provide opportunities for professional development, exchange of good practices and capacity building for member organisations;
- To encourage meaningful cross-sectoral cooperation for progression of youth work.

Article 5 – Activities

1. Promoting Best Practices and Experiences:

- **Establishing a Knowledge Hub:** Develop a centralized platform, such as an online community or dedicated website, to serve as a knowledge hub where member associations can exchange success stories, case studies and innovative youth work approaches.
- **Regular Convenings:** Organize periodic conferences, webinars, or forums to facilitate discussions among alliance members, fostering the exchange of experiences, challenges, and solutions in youth work.
- **Documenting Impact:** Encourage member associations to systematically document successful projects, emphasizing their positive impact on youth and local communities.

2. Formulating Recognition Guidelines:

- **Thorough Research and Collaboration:** Conduct in-depth research on existing recognition frameworks for youth work and collaborate with member associations to develop comprehensive guidelines tailored to the unique contexts and needs of each association.
- **Capacity Building:** Implement training programs to empower youth workers with the knowledge and skills required to align their activities with established guidelines for enhanced recognition.

3. Advocacy and Lobbying Initiatives:

- **Strategic Planning:** Develop a strategic advocacy plan outlining key goals, target audiences, and messaging strategies aligned with the alliance's mission to promote and recognize youth work.
- **Building Alliances:** Forge partnerships with like-minded organizations, NGOs, and stakeholders to strengthen the impact of advocacy efforts.
- **Youth Engagement:** Actively involve young people in advocacy campaigns to amplify their voices and experiences, adding authenticity and urgency to the alliance's cause.

4. Representation in European Processes:

- **Network Participation:** Join relevant European networks and platforms dedicated to youth work, participating actively in discussions and contributing insights to shape policies.
- **Information Dissemination:** Keep member associations informed about European processes, policy changes, funding opportunities, and other relevant developments through regular updates.

5. Supporting Government Policy Formulation:

- **Policy Research and Analysis:** Conduct research on youth work policies in member association countries, identifying gaps and successes to inform advocacy efforts.
- **Policy Advocacy:** Advocate for the integration of recognized youth work practices into national policies, providing evidence-based recommendations to governments for effective policy formulation.

6. Preparation of Shadow Reports:

- **Data Compilation:** Gather pertinent data on the impact of youth work initiatives, including success stories, youth testimonials, and quantitative indicators.
- **Collaborative Reporting:** Work closely with member associations to compile comprehensive shadow reports highlighting the contributions of youth work. Emphasize areas for improvement and provide constructive recommendations.

The Association shall achieve its aims by engaging in different types of activities, including:

- **Representing youth work and youth workers in European processes and in front of European Institutions;**
- **Sharing good practices and experiences among member organizations;**
- **Supporting indirectly Governments of the States, where member organizations are active, into the formulation of youth work policies and national strategies;**
- **Elaborating guidelines to support the recognition of youth work in the member organizations' realities;**
- **Lobbying on European level, participating in consultative bodies and decision-making processes**

- on a European level;
- Elaborating shadow reports;
- Networking among members and with other relevant stakeholders and networks;
- **Establishing partnerships with other networks to strengthen the youth work field and youth work policies;**
- **Spreading relevant scientific documentation** on youth work;
- Promoting youth work research;
- Creation of a “platform” for discussion, sharing frustration, hopes and success, enhancing peer support.

TITLE III – INVOLVEMENT IN THE ASSOCIATION

Involvement in the Association can be obtained through membership.

Article 6: Membership

6 1.Full Membership: National Associations of Youth Workers or representatives of youth workers who actively advocate for the professional recognition (including skills and occupation, irrespective of remuneration) of youth work. Minimum members of the organisation is fixed in 5.

6.2 Associated Members: Legal person with proven and relevant experience in the youth work field and who could advocate for the achievement of the objectives of the Alliance. The approval will be done directly by the General Assembly on nomination by the Board.

Article 7: Membership Eligibility and Approval for Full Membership

7.1 Membership Eligibility: Membership in the Alliance is accessible to National Associations of Youth Workers or representatives of youth workers who actively advocate for the professional recognition (including skills and occupation, irrespective of remuneration) of youth work. Additionally, eligible members contribute to the development and enhancement of quality youth work within the European context and operate in alignment with the established membership criteria:

- The organisation should be registered as a non-profit, non governmental, non-political legal body in a European geographical context;
- The organisation should represent youth workers either as individuals or through youth work providers, such as youth organisations, youth centres etc;
- The organisation should be active on a national or regional level in the country where it is registered;
- The organisation should be able to demonstrate that youth work and youth workers are clearly mentioned as one of its priorities in the organisation's statutory documents.

7.2 Approval Process: The endorsement of membership applications follows a two-step process:

7.2.1 Membership applications are recommended by the Board of the Alliance, ensuring alignment with the organization's mission and objectives.

7.2.2 Endorsement is subsequently conferred by the General Assembly, affirming that the applicant meets the membership criteria and is committed to the goals of the Alliance.

7.3 Online General Assembly: To facilitate expeditious endorsement procedures, the Alliance may conduct at least two General Assemblies per year. One of these General Assemblies may be held online, providing a convenient platform for the endorsement of associations seeking membership.

7.4 Additional Considerations: The General Assembly reserves the right to assess and approve membership applications based on their consistency with the principles of the Alliance, as outlined in its statutes and regulations.

7.5 Renewal of Membership: Members are required to renew their membership periodically, subject to a reassessment of their continued adherence to the membership criteria and active participation in furthering the goals of the Alliance

Members agree to abide by the Statutes of the Association.

Article 8 – Admission formalities

Applications for membership shall be in the form specified by the Board. Applications for membership are considered and decided upon by the Board based on an independent internal review *report on the association's conformity with the respective membership criteria, carried out in a manner and to a standard acceptable to the Board.*

The Board's decision shall be communicated by email to the applicant and endorsed by the General Assembly.

Detailed procedures governing the admission formalities of members are set out in Rules of Procedure adopted by the General Assembly.

Article 9– Rights and obligations

Members of the Association shall have the right to:

- be involved in the Association's activities.
- actively participate with voting rights in the General Assembly.
- propose items for inclusion in the provisional agenda of the General Assembly.
- access the General Assembly documents made available in the restricted area of the website.
- nominate candidates for membership of the Board.
- promote the dissemination of information and activities of the Association at national level.
- submit proposals to the Board.
- use the association logo.

All members of the Association shall:

- pay the annual membership fee that has been defined at minimum of 300 euro;
- undertake to further the objectives of the Association as described in Article 3;
- respect the provisions of the present Statutes.

All members agree to refrain from any individual or joint action which conflicts with the interests of the Association, and to promote the interests of the Association at European level.

Article 10 – Resignation and exclusion

Members may resign at any time by submitting a written notification of resignation to the President. The resignation becomes effective immediately. The President shall notify the General Assembly and the Board of the resignation.

Members may be excluded by decision of the General Assembly, upon recommendation of the Board, in case of breach of the present Statutes, of the Membership criteria or in the event of any action which is likely to cause prejudice to the Association's reputation or effectiveness. The Board's recommendation shall be endorsed by the General Assembly and the decision shall be taken by the latter.

TITLE IV – ORGANISATIONAL STRUCTURE

The Association has the following bodies:

- The General Assembly
- The Board
- The Presidency
- The Secretariat
- The Appeals and Complaints Committee

I. General Assembly

Article 11 – Composition

The General Assembly is composed of all Members of the Association.

Article 12 – Functions

The General Assembly is the sovereign policy- and decision-making body of the Association.

The General Assembly shall in particular:

- elect the Board;
- dismiss the Board for stated reasons with a two-thirds majority;
- elect the members of the Appeals and Complaints Committee;
- approve the annual work plan, the annual report of activities of the Association, and the annual accounts;
- adopt the budget;
- appoint the internal auditor on recommendation of the Board;
- discharge the Board and other accountable parties;
- decide upon membership and affiliation fees;
- endorse the Board's decisions for admission and decide upon exclusion of members;
- decide upon the relocation of the Secretariat to another country, giving half-year's notice;
- decide upon amendments to the Statutes, according to the provisions of Article 35;
- decide upon the dissolution of the Association, according to the provisions of Article 36;
- adopt the Rules of Procedures;
- withdraw membership.

Any proposal signed by at least $\frac{2}{3}$ of the members and submitted to the Board at least 60 days prior to the meeting must be included in the agenda.

Article 13 – Operation

(a) Convocation of meetings The General Assembly shall meet at least 1 a year (could be online or residential). The date and place of the meeting shall be decided by the Board. The President shall convene the meeting, giving at least 15 days' notice.

(b) Extraordinary meetings An extraordinary meeting of the General Assembly may be convened by the President or by the Board or by a formal request in writing from at least 20% of the total members of the Association.

(c) Chair of meetings Meetings of the General Assembly shall be chaired by the President or, in the absence of the President, by the Vice-Presidents, to be nominated by the Board.

The quorum shall be a majority (e.g., 50% plus one) of the Members. If the quorum is not reached, a postponed General Assembly shall be convened which shall deliberate irrespective of the number of members present. Unless otherwise specified in the Statutes, the General Assembly shall take its decisions

by a simple majority (e.g., more than 50%) of the Members present. Each Member represented may cast one vote. Any Member may be represented by another Member. All proxies must be informed in writing to the Secretariat six weeks before the General Assembly. The power of attorney is to be shown at the registration to the General Assembly. A Member present shall not represent more than one other Member unless decided otherwise by the General Assembly.

In case there is more than one member organisation from the same country, one vote will be cast on behalf of all members. In such a case, the national members agree and specify in advance who will vote on their behalf.

Extraordinary General Assembly: The Assembly members present or represented must represent one quarter of the members when the meeting is convened for the first time or one fifth when the meeting is convened for the second time (article 9:21 CSA).

(d) Minutes of meetings

The decisions by the General Assembly are entered in the minutes and notified to all members in writing by the Secretariat. The minutes are kept at the registered office and shall be consulted by the members of the Association on request.

Article 14 - Observers Partner organisations, European institutions and international and regional bodies may be invited as observers by the President or the Board to attend the General Assembly. Observers have the right to speak in open discussions of the General Assembly at the invitation of the Chair but may not vote.

II. Board

Article 15 – Composition

The Board comprises between 5 and 11 members, including the President, the Vice-President and the Treasurer.

Article 16 – Functions

The Board is the executive body of the Association.

The Board is responsible for implementing the decisions of the General Assembly, and for the overall management of the Association. The Board is accountable to the General Assembly.

In particular, the Board shall

- elect the president and the vice president;
- appoint the Treasurer;
- prepare and supervise the strategic plan and annual work plan;
- prepare the annual activity report and accounts;
- be responsible for implementation of the budget;
- recommend the internal auditor of the accounts to the General Assembly;
- approve applications for membership of the Association and propose to the General Assembly the exclusion of members;
- propose membership fees to the General Assembly;
- appoint the Director of the Secretariat and may, on a proposal from the President, dismiss the Director in accordance with Belgian employment law;
- decide upon the location of the Secretariat in cases not covered by Article 26;
- propose amendments to the Statutes, according to the provisions of Article 35;
- adopt Rules of Procedure regulating the details of its operation;
- approve of the suspension of members' rights decided by the President;
- transfer the registered office.

Article 17 – Operation

The Board is convened by the President at least 6 times a year, giving at least 30 days' notice. The Vice-Presidents shall deputise for the President in his/her absence.

More than 2/3 of the voting members present, including the President or a Vice-President, shall constitute a quorum.

Unless otherwise specified, the Board shall take its decisions with a 2 / 3 of the members present. The President shall have the casting vote in case of equality of votes.

The decisions by the Board are entered in the minutes and notified to all members in writing by the Secretariat. The minutes are kept at the registered office and shall be consulted by the members of the Association on request.

Article 18 – Nomination of candidates

Representatives of members may be nominated as candidates for election to the Board. Nominations for the Board shall be made to the Secretariat 15 days prior to the General Assembly in which elections are to take place. The nominations shall include a short curriculum vitae of the nominees. Details of candidates shall be circulated to all members prior to the General Assembly.

If the seat of a board member of an ASBL becomes vacant before the end of his or her mandate, the remaining board members have the right to co-opt a new board member, unless the Association statutes exclude this.

Article 19 - Election

The General Assembly elects the members of the Board for a regular mandate of three years, renewable once. Board members may not serve for more than two terms, except that members filling an unexpired term created by a vacancy may be appointed for two subsequent terms.

The members of the Board are elected by the General Assembly. In electing members to the Board, the General Assembly shall have regard to the balanced gender and geographical distribution.

Three Board members' terms end each year, and three new members are elected. The regular term lasts for three years.

A maximum number of 1 person from any single member state shall be accepted for membership of the Board. The Board itself may indicate which candidates, if any, it encourages to be elected to the Board, keeping in mind the balanced gender and geographical distribution and the limit on the maximum number of members permitted from any one European state.

In case of the assignment of the term of a Board member who has left the Board prematurely, the remaining term shall be assigned to the elected Board member with the smallest number of votes, unless another elected Board member volunteers for it.

Three of the Board members are elected by the Board to act as President and Vice-President of the Association and the treasurer.

After the election of Board members has taken place, the new Board shall seek nominations from among its membership for the position of President if the President's term has expired. The election shall take place, and the result shall be announced to the General Assembly. The Board shall seek nominations from among its membership for the positions of Vice-President. The election shall take place, and the result shall be announced to the General Assembly.

If two or more candidates receive the same number of votes, and the number of vacancies is insufficient to allow all to be elected, then the election between those candidates shall be re-run. If, in the second round of election, two or more candidates receive the same number of votes, the affected candidates shall be

asked to agree among them who shall serve on the Board. If agreement cannot be reached among the candidates, the President at the time shall decide who shall be designated as a Board member.

The election shall be re-run each time that an equal number of winning votes are cast for two or more candidates in the Presidential elections. Similarly, the election shall be re-run each time that an equal number of winning votes are cast for one of the positions of the Vice-President.

Article 20 - Representation of the Association

Members of the Board represent the Association by:

- fostering relations with other similar organisations;
- promoting the activities of the Association;
- representing the association in relevant events;
- carrying out any specific mandates given by the General Assembly, the Board, or the President, within the terms of the Statutes and Rules of Procedure.

Article 21 – Mandate of the board members

The mandate of a Board member may also end by dismissal, resignation, retirement, termination of Membership of the agency of a Board member or death. The next General Assembly shall elect a new Board member for the remaining time of the original term of the Board member whose term had ended prematurely.

In the event of a vacancy arising in the office of President, Vice-President or Treasurer, the Board shall appoint, from amongst its members, an interim President, Vice President, or Treasurer respectively, to hold office until the next General Assembly.

Board members may resign at any time by submitting a written indication of resignation to the President. The resignation becomes effective immediately. The President shall notify the General Assembly and the Board of the resignation of the Board member.

Article 22 – Abstention from decision-making

Board members shall abstain from decision-making in a number of situations, which are set out in the Board conflict of interest policy. These rules are accompanied with an up-to-date register of the current Board members' interests.

III. Presidency

Article 23 – Composition

The Presidency shall comprise the President and Vice-president.

Article 24 – Functions

The Presidency, in conjunction with the Director:

- conducts the ongoing affairs of the Association
- prepares the meetings of the Board
- may appoint, upon terms and conditions which it shall determine, one or more deputies to the Director.

Article 25 – The President

The President shall be elected by the board among the members and shall hold office until the end of his/her term as a Board member, the conditions of which are described in Article 18 about the election of the present Statutes.

To be eligible for the position of President, a person must have served on the Board for at least one year.

The President shall:

- Lead and legally represent the Association vis-à-vis third parties and in court;
- Convene and preside over meetings of the General Assembly and the Board;
- With the endorsement of the Board, have the power to suspend the rights of members;
- Be accountable to the General Assembly.

Article 26 – The Vice-President

The Vice President shall be elected by the board among the members and shall hold office until the end of his/her term as a Board member (3 years), the conditions of which are described in Article 18 about the election of the present Statutes.

The Vice-president shall deputise for the President, at the President's request or in his or her absence.

The Vice-President is accountable to the General Assembly.

IV. Secretariat

Article 27 – The Secretariat

The Association shall have a Secretariat under the responsibility of a Director to ensure the day-to-day management of the Association.

In particular, the Secretariat shall:

- carry out the activities of the Association in accordance with the annual work plan;
- assist the Board in the execution of its responsibilities;
- support the other bodies and working groups of the Association in their work;
- administer the Association's finances within agreed budgets and in conjunction with the Treasurer.

Article 28 – The Director

The Director shall be authorised to represent the Association, except in court and vis-à-vis third parties, as far as mandated by the President in a manner that is in keeping with the aims and objectives of the Association. The Director shall be authorised, in addition to the President, to sign legally binding documents on behalf of the Association. All other duties and responsibilities of the Director are set out in Rules of Procedure adopted by the General Assembly. Day-to-day management includes both actions and decisions which do not exceed the day-to-day needs of the Association and actions and decisions which, either because of the minor interest they represent or because of their urgent nature, do not justify the intervention of the board.

V. Appeals and Complaints Committee

Article 29

The Appeals and Complaints Committee shall hear appeals and complaints against decisions of the Board and the conduct of procedures in respect of membership matters. Detailed procedures governing the operation of the Committee are set out in Rules of Procedure adopted by the General Assembly.

TITLE V. FINANCIAL PROVISIONS

Article 30 – Fees

Members are required to pay an annual membership/affiliation fee the amount of which shall be established by the General Assembly on a proposal from the Board that will be based on min of 300 euro.

Fees shall not be refundable, even in case of resignation or exclusion.

All Members shall be entitled to vote only if all due membership fees have been paid.

In case where payment is overdue, membership may be suspended by the President or withdrawn by the General Assembly, on the recommendation of the Board.

The procedure for dealing with arrears shall be set out in Rules of Procedure.

Article 31– Other resources

The Association may charge for the operational costs of those services provided by the Association to private or public persons or organisations, whether members or non-members.

The Association may apply for financial support from other sources than the annual subscriptions for purposes as described in Title II.

The Association may receive donations from public or private sources willing to support its objectives being aware that the authorisation from the Ministry of Justice is required for any release or donation to the ASBL whose value exceeds €100,000 (Article 9.22 al 1er CSA)

Article 32

The financial year of the Association shall run from the first of January to the thirty-first of December.

Article 33 – Treasurer

The Treasurer is appointed by the General Assembly from among the elected Board members and serves for a period of 3 years. This period can be prolonged until the end of his/her term as a Board member. The responsibilities of the Treasurer are set out in Rules of Procedure adopted by the General Assembly.

Article 34– Audit

The accounts of the Association shall be audited by an external auditor who shall be approved by the General Assembly on the proposal of the Board.

TITLE VI. DISSOLUTION OF THE ASSOCIATION

Article 35

A proposal to dissolve the Association shall be made by the Board or by more than half of the Members.

The General Assembly shall approve the proposal of dissolution by a two-thirds majority of the Members present.

In the event of dissolution of the Association in one country and re-establishment in another country, the assets and liabilities of the Association shall be transferred to the new Association.

In the event of permanent dissolution, any assets of the Association shall be allocated to a non-profit aim dealing with youth work in social housing. Similarly, any liabilities shall be met equally by Members at the time of the dissolution.

Likewise, the dissolution of the Association may be pronounced following the conditions specified in Article 55 and the following articles of the Law of 2/5/2002.

TITLE VII. AMENDMENTS TO THE STATUTES

Article 36

A proposal to amend the statutes may be made upon a written request of at least one tenth of the members or by the Board and shall be sent to all Members no later than 30 days before the General Assembly.

The present Statutes may be amended by a decision of the General Assembly at which at least two thirds of Members are present. Amendments shall be adopted with at least a two-thirds majority of the vote. If two-thirds of the Members are not present or represented, a second meeting may be convened which shall deliberate irrespective of the number of members present.

Article 2 may be amended by the Board with at least two-thirds of the vote, in accordance with Article 34 of these Statutes.

Article 37

For all that is not provided in these statutes, the parties refer to the provisions of the law of 23 March 2019 replacing the law of 27 June 1921 amended by the law of 2 May 2002.