



**EMDR Association United Kingdom & Ireland
Policy Document on Regional Groups and Special Interest Groups
(Revised July 2014)**

1. Definition of Regional Groups and Special Interest Groups

- 1.1 A Regional Group should consist of members who live or work in a defined geographical area.
- 1.2 A Special Interest Group should consist of members who share an interest in a particular client group, area of work or issue

2. Formation of Regional Groups and Special Interest Groups

- 2.1 Regional and Special Interest Groups can be formed subject to the approval of the Board. The Board shall require to be satisfied that the establishment of the Group will support and enhance the Objects of the Association.
- 2.2 Where a minimum of ten members wishes to apply to establish a Group, they should do so in writing to the Secretary of the Association outlining the Objects of the Group.

3. The Constitutional Obligations of Regional Groups and Special Interest Groups

- 3.1 Each Group shall elect a committee to organise its activities and the committee shall comprise: Chairperson, Secretary and Treasurer together with no fewer than two Ordinary Members.
- 3.2 The Chair and officers of the committee of the Group should be formally elected by the membership in accordance with the Constitution. This ensures that they have a formal mandate to fulfil their duties and to represent the membership. The tenure of office is the same as the Board but this may be reviewed at the discretion of Board if there are insufficient volunteers to be nominated for election.

- 3.2.1 For Regional Groups, free and fair elections should be held amongst the local membership.
- 3.2.2 For Special Interest Groups, such elections should be held amongst the full membership.
- 3.2.3 The committee of each Group should be elected at the Annual General Meeting of the Group, which should be held at least one month prior to the Association's AGM. The rules governing nominations and elections shall be the same as those applied to the Association's Board or, if different, shall be approved by the Association's Board.
- 3.2.4 The committee of each Group shall be able to co-opt as many members as are required.
- 3.3 Each Group shall submit a yearly statement of its financial situation to the group's members and to the Association's Board prior to the Association's AGM.
 - 3.3.1 Groups will be able to apply to the Association's Board for financial and other forms of support in the furtherance of their aims and objects.
 - 3.3.2 Additional finances may be raised at the discretion of the committee of the Groups.
 - 3.3.3 Non-members of the Association may attend Group activities and a reasonable charge may be made.
 - 3.3.4 The finances of nationally organised conferences, workshops and training events remain with the Association's Board.

4. Aims of the Regional Groups

The Regional Group should

- 4.1 Function as a lead for local EMDR activity, providing a local structure for members to promote the Objects of the Association.
- 4.2 Provide a forum for discussion of matters relevant to EMDR among members of helping professions.
- 4.3 Disseminate information and provide training about EMDR by organising conferences, courses and workshops and by other appropriate activities.
- 4.4 Support and co-ordinate sub structures of interest groups, supervision groups etc.

4.5 Act as a communication link with the Board on matters of interest to the membership, actively consulting with the local membership at the request of the Board, and involving the membership in Association affairs.

4.6 Be proactive in informing the Board of members' opinions and needs.

4.7 Monitor and inform on demands for supervision and accreditation.

5. Lines of Communication

5.1 Regional and Special Interest Groups should provide copies of their meetings' minutes to the Board.

5.2 The development and co-ordination of Regional and Special Interest Groups is managed by the Board, led by the Regional & Special Interest Groups Co-ordinator (RSIGC).

5.2.1 The RSIGC will act as a direct communication link between the Board and the Chairs of Regional and Special Interest Groups for the purpose of involving Groups so that local membership may contribute Association business and inform the Board.

5.2.2 The RSIGC should ensure that Chairs of Regional and Special Interest Groups receive Board meeting minutes, once ratified

5.2.3 The RSIGC should raise matters arising from Group minutes with the Board and acknowledge minutes on behalf of the Board.

5.4 As a matter of principle every member should have nominal access to a Regional Group and have the option to contribute and to be consulted and therefore enfranchised.

5.4.1 National Coverage of Regional Groups with co-terminus geographical boundaries has been developed

5.4.2 The Board via the RSIGC, should be proactive and initiate the development of Groups in unsupported areas.

5.5 Members will be free to join any Group that supports their interests within the Association.

5.6 All members are free to attend meetings etc of all groups.

5.7 The general membership of the Association should be kept informed of Group activities and relevant details forwarded to the Editor of the Association's Newsletter.