

Social Justice Chapter - Constitution and By-Laws

1. The name of the Chapter is the "Counsellors for Social Justice: Canadian Counselling and Psychotherapy Association".

2. Objectives

2:1 To provide a forum for discussion and action related to local, national and international social justice issues in counselling and psychotherapy and support initiatives such as "Counsellors Without Borders".

2:2 To be accountable to objective 2:1 with timely responses to critical issues raised with evidenced social action. Such actions will be directed toward the fair treatment of individuals and groups, and equitable distribution of the benefits of society.

2:3 To raise critical consciousness of counsellors and psychotherapists regarding social, structural, systemic, eco-justice, global equity issues, and human rights.

2:4 To promote education and skills training as well as support for members:

- To address social justice issues in local, national and international contexts.
- To conscientiously object to participate in activities and organizations that deny human rights or the principles of social justice described in this constitution.

2:5 To collaborate, when possible, with civil society partners and non-governmental organizations outside of the CCPA that share similar objectives with the Counsellors for Social Justice Chapter.

2:6 To encourage non- partisan advocacy that promotes public, organizational and legislative action related to social justice.

2:7 To lobby as appropriate the CCPA Board for the purposes of taking a public stance on issues of social justice

2:8 To serve as a direct link with the national Association (CCPA), in a reciprocal exchange, toward the achievement of mutually desired aims and objectives

Article 1 Membership

1:1 Membership in good standing shall consist of those members of CCPA who pay an additional fee for membership in Counsellors for Social Justice Chapter

1:2 Members shall conduct business in accordance with these by-laws and guidelines, and with the by-laws and guidelines established in the Constitution of the CCPA

Article 2 Board of Directors

2:1 Any member in good standing may be nominated and subsequently elected to the Board of Directors.

2:2 The Board of Directors of the Counsellors for Social Justice Chapter will be as follows: Past Chairperson, Chairperson, Chair Elect, Secretary/Communications, Treasurer, Directors at Large (6).

2:3 Directors of the Board will perform the duties that pertain to their respective offices. They will participate fully in all activities of the Counsellors for Social Justice Chapter as required and as deemed appropriate.

2:4 Directors of the Counsellors for Social Justice Chapter shall:

- act honestly, and in good faith, and in the best interests of the Chapter; and

- exercise the care, diligence and skill of a reasonably prudent person, in exercising their powers and performing their functions as a Director.

2:5 Duties of the Directors shall be:

1. The Chairperson shall preside at all meetings of the Counsellors for Social Justice Chapter, shall be responsible for the general management and supervision of the affairs and operations of the Chapter and all Chapter committees. He/she shall be a signing officer.
2. The Chair Elect shall assist the Chairperson in the performance of his/her duties and shall, by appointment, assume all responsibilities of the Chairperson in the latter's absence. He/she shall be a signing officer.
3. The Secretary/Communications Officer shall keep the minutes of all meetings of the Directors. He/she shall make available at all Chapter meetings a list of all standing or special committees and their members. The Secretary/Communications officer shall maintain records in which the Constitution, Bylaws, and minutes are entered, with any amendments to these documents properly recorded, and to have current records on hand at every meeting. He/She shall send notification of Board meetings and Annual General Meetings and facilitate the communication of Chapter activities and special events with the national association (CCPA).
4. The Treasurer shall be responsible in all matters pertaining to the funds of the Chapter. The Treasurer shall be one of the two signing officers for cheques drawn on funds of the Chapter. He/she shall be required to present a concise financial report at each Board meeting and at the Annual General Meeting.
5. The Directors at Large shall be available for tasks and duties that serve the current interests and functions of the Chapter. These tasks and duties shall be delegated by the Board. The Directors at Large shall fulfill the general duties of Directors as printed in the Constitution and Bylaws of the Counsellors for Social Justice Chapter.

2:6 Remuneration of Board Members

The Board of Directors shall serve without remuneration. Board members shall be reimbursed for reasonable expenses incurred in the performance of the duties of the position, as approved by the Board of Directors.

Article 3: Appointment and removal of elected members

3:1 Appointment to the Board shall be by election as a Director at the Annual General Meeting. All Directors shall be elected to office for a two-year term. The Board shall then elect Directors to the respective positions on the Board which must include a Chairperson, Chair Elect, Secretary/Communications Officer, and Treasurer. Six of the Directors shall serve their two-year term of office beginning in an even numbered year. The remaining five Directors shall serve their two year term beginning in an odd numbered year. The exception will be the first year, when eleven Directors shall be either elected or appointed.

3.2 Directors are eligible for re-election.

3:3 The Counsellors for Social Justice Chapter is a national organization and as a result meetings will be conducted through teleconference. In the event that any member of the

Board of Directors fails to participate in two consecutive Board meetings, the Directors shall have the option to declare a vacancy on the Board in respect of such member and have the responsibility to appoint a member to fill the vacancy in question.

The Directors shall have the responsibility of inviting the appointment of another member to fill any vacancy occurring on the Board due to resignation or any other reason during its term of office. A Director may be removed from office by a vote at a meeting of Counsellors for Social Justice Chapter membership. A quorum will be constituted by the number of Chapter members who participate in such a meeting. A majority vote will stand.

Article 4: Committees

4:1 The Board of Directors may constitute committees as it deems necessary and it will prescribe their duties and responsibilities. The committee may convene and regulate their meetings as they see fit. All committees constituted by the Board will be accountable to the Board.

4:2 All decisions made by a committee related to policy or finances must be ratified by the Board.

4:3 Any committee member may be suspended and/or removed from office by the Board of Directors. A committee may be disbanded by a resolution of the Board of Directors.

Article 5: Annual General Meeting

5:1 The Annual General Meeting shall be held annually at the CCPA Conference.

5:2 Notice of the Annual General Meeting and the business to be conducted at the meeting shall be provided in advance to every member in good standing.

5:3 The rules of procedure at the Annual General Meeting shall be determined by the Board of Directors.

5:4 A quorum for the transaction of business at any annual general meeting shall be constituted by the number of Counsellors for Social Justice members who attend the meeting.

Article 6: Alteration of Bylaws

6:1 The constitution and bylaws of the Counsellors for Social Justice Chapter shall not be amended except by a resolution passed by the membership of the Chapter at a general meeting. Notice specifying the intention to propose the resolution must be provided at least one month prior to the AGM, through reasonable effort, to each member in advance of the general meeting.

Article 7: Inspection of Books and Records

7:1 The books and records (excluding in camera meetings) of the Counsellors for Social Justice Chapter may be inspected by any Chapter member in good standing, or any CCPA member in good standing, upon request to the Board of Directors. Any request to review the records must be approved by the Board.