



End of Life Doula UK (EOLDUK) Constitution

VISION

To change the face of death and dying in our communities

MISSION

- Champion a 'person centered' approach to end of life care – where attention is paid to both the individual and their community, avoiding the negative aspects of over-medicalisation and expertness.
- Disseminate education and literacy about death and dying through informal and day to day interactions, face to face events, our website and presence on social media - employing innovative, creative and accessible modes of communication– both as an Association and through our Members.
- Promote awareness and understanding of the role of end of life doulas to individuals, communities, health and social care organisations, the voluntary sector and the media.
- Nurture a sense of belonging, common sense of purpose and a community of practice through which Members will engage with their communities and empower individuals to become more confident and comfortable with death and dying .
- Provide a formal but flexible framework to support individual end of life doulas practice with written guidance and policies, ongoing mentoring, continued professional and personal development so that doulas are competent and confident and work safely.
- Provide an easy to access central contact point for end of life doula guidance and connect end of life doulas to individuals and communities.

VALUES

- **Drive** We are the crucible holding Members in a community of practice where we share our vision and mission, experience, knowledge, skills and commitment for 'doing death differently'. We will act courageously to fulfil our vision and mission.
- **Integrity** We act with integrity and respect with the people we support and those important to them – holding them at the very centre of all we do.
- **Open heartedness** All we do is based on kindness and compassion - 'holding space' in an open-hearted way.
- **Creativity** We seek innovative ways of working– in line with the person-centered approach to our work within a safe framework.
- **Flexibility** We work together to support each other and our communities, collaborating with each other, and across sectors, to provide whatever support is required in a flexible, simple and holistic way as possible.
- **Inclusivity** We will celebrate and encourage the diversity of our stakeholders, recognising and valuing the unique contribution each brings.

Members

- EOLDUK is a Community Interest Company acting as a membership body.
- An annual membership fee will be payable on joining and on the anniversary of joining thereafter.
- Membership is required to be in receipt of membership benefits. Details of membership benefits can be found here <https://eol-doula.uk/join-eol-doula-uk-membership/>

Grievances

All members are expected to show respect and tolerance to other members and their opinions. Any disrespect shall be dealt with by the Committee in private. The Committee's decision will be final. Members with a grievance shall

forward their case in writing to the Committee who after private investigation shall generate an unbiased ruling. The Committee's decision will be final.

Approval for Membership

All applications for membership must be approved by a minimum of two Directors of the CIC. The decision to approve or decline an application is at their discretion and is final. Reasons for not accepting an application include, but are not limited to, acting in a way which is believed to be lacking in integrity; bringing EOLDUK or Living Well Dying Well into disrepute; denigrating, in a public forum, Living Well Dying Well, EOLDUK and any individual within the Network; mis representing experience or training with LWDW; operating in a manner which is not congruent with the Code of Practice. Similarly, these are grounds for withdrawing membership.

Cessation of membership

- When the annual membership fee has not been paid after 3 months of the renewal date
- A member gives written notice to the Membership Secretary of EOLDUK.

Equal Opportunities

EOLDUK has an Equality and Diversity Policy. We will not discriminate on the grounds of age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation.

Directors of the Community Interest Company (CIC)

The minimum and maximum number of Directors allowable are two and five. Directors (or replacements) will be appointed by the existing Directors in consultation with the EOLDUK Committee.

Committee and Officers

- The Directors of the CIC may delegate any powers which are conferred to them under the Articles of Association for the CIC
- The current Chair and the Secretary of the Committee (and now Directors of the CIC) have been appointed (they will remain in post until 30 June 2021).
- The Committee will comprise at least two Directors of the CIC (not elected) and the remaining roles, undertaken by EOLDUK members, will be elected by the membership
 - Chair (who is normally a Director of the CIC, selected by the other Directors of the CIC) who will chair both general and committee meetings.
 - Operations Executive (who is normally a Director of the CIC, selected by the other Directors of the CIC)
 - Secretary who shall be responsible for taking of minutes, following up on agreed actions, the distribution of all papers and administrative support for the Committee
 - Membership Secretary
 - Company Secretary who shall be responsible for finances and governance
 - Two to Five Members who are members of EOLDUK and have skills and experience to benefit the CIC
- Committee Members (bar the Chair and Operations Executive) will serve for a period of 2 years and are eligible for re-election at the end of their term of office
- The Directors of the CIC may decide to co-opt others to the Committee according to experience to work on a specific project as and when needed
- Any committee member not attending a meeting without an apology for three months will be contacted by the Directors and asked if they wish to resign.

Annual General Meetings (AGM) and other meetings

- An AGM will be held once a year and no longer than 15 months from the previous one held.
- A minimum of 7 clear days' notice of an AGM will be given.
- Members can submit items for discussion once notification of AGM has been given.
- The Quorum must have 10% of the membership or 10 members (whichever is the greater number) in attendance for it to elect or make decisions on its behalf.
- The committee will normally meet monthly either by face to face meeting or Zoom.

Rules of procedure for AGM and meetings .

- If consensus cannot be reached a vote will be taken and a decision will be made by simple majority of members present. If the number of votes cast on each side is equal, the chair of the meeting shall have an additional casting vote.
- Meetings will be normally organized by the Committee Secretary.
- Minutes will be taken at every meeting.

Finances

- A bank account will be maintained.
- There will be at least two Committee Members involved in each payment transaction; one to approve the payment request or invoice, the other to make the payment on line or by cheque.
- Records of income and expenditure will be maintained by the Company Secretary and a financial statement given at each committee meeting.
- Annual Statement of Accounts will be presented to the Annual General Meeting.

Amendments to the Constitution

- Amendments to this constitution may be made by the Directors in consultation with the Committee and communicated at the Annual General Meeting or at an Extraordinary General Meeting.

Dissolution

The dissolution will be conducted in accordance with the Articles of Association.

This constitution was agreed on date

Date:

Name

Position

Signed

Name

Position

Signed