

The Constitution

International Council on Pastoral Care and Counselling

[Revised and adopted at Bangalore, August, 2004.]

I. NAME

The International Council on Pastoral Care and Counselling, hereafter also referred to as ICPCCC.

II. VISION

The ICPCCC is an organization of women and men desiring to respond to current needs and situations faced by people and communities in the world through pastoral care and counselling. ICPCCC exists for education and empowerment of persons and groups in the practice of pastoral care and counselling.

III. MISSION

ICPCCC's mission is

- (a) To promote the reflective practice of pastoral care and counselling throughout the world.
- (b) To inform, educate and inspire practitioners of pastoral care and counselling in various contexts in the world.
- (c) To enable practitioners of pastoral care and counselling to be resources for one another and to learn from each other's cultures, traditions and practices.
- (d) To support and advocate for the unique and essential dimension of spirituality in the teaching and practice of pastoral care and counselling.
- (e) To develop relevant theories in the field of pastoral care and counselling and to this end to engage in interdisciplinary discourse.
- (f) To organize and assist in organizing of conferences, consultations and meetings in various areas of the world.
- (g) To support the development of counselling centres and organizations for pastoral care and counselling in various parts of the world.
- (h) To increase interaction with other care and counselling organizations.

IV. STRUCTURE

The ICPCCC draws its membership from a diverse movement of persons and communities involved in spiritual, pastoral and religious care and counselling. The ICPCCC organization consists of a Council, Coordinating Committee and Executive as outlined herein.

V. MEMBERSHIP OF THE COUNCIL

1. Eligibility

Organizations or individuals who have an active involvement in the practice and/or teaching of pastoral care and counselling within diverse religious and spiritual traditions and cultures.

2. Representation

(a) All national organizations qualifying under IV.1 have the right to appoint one representative on the Council (plus one substitute).

(b) A number of the places on the Council should be allocated to individuals from countries and continents in which relevant organizations do not exist. These members are to be selected on the basis of criteria agreed by the Council. The individuals selected would have the responsibility of establishing formal and informal groups within their own countries to determine how far they are appropriately representing their national situation in the field of pastoral care and counselling.

(c) Other individuals may be co-opted to the Council to represent particular interests provided that the number of members of Council under (b) and (c) together is less than the number of members representing national organizations.

(d) Each Council shall appoint a Membership Committee made up of no less than three (3) persons to review applications and/or appointments and to make recommendations to Council for membership. The Membership Committee shall recommend to the Coordinating Committee at each of its biennial meetings members for election to the next Council.

VI. CO-ORDINATING COMMITTEE

1.) Composition:

A Coordinating Committee of not more than fifteen (15) members shall be set up by the Council consisting of the President, Vice-President, Secretary, Treasurer, Congress Convener and Public Relations & Communications Officer (who shall be the Executive) and six other members appointed by the Council from within its own membership.

The Coordinating Committee may co-opt not more than *three* (3) additional members.

2.) Meetings:

It is envisaged that the Coordinating Committee will meet approximately every two years.

3.) Term of Office

All members of the Coordinating Committee should serve for a fixed term (normally four years) but may be appointed for one further term to ensure continuity. The retiring members of the Executive may act as ordinary members of the subsequent Council.

4.) Diversity of membership

It should be the responsibility of the Coordinating Committee to maintain a diversity of membership in terms of cultural background, religious affiliation and gender. The Coordinating Committee should be as representative as possible of the diversity of the Council. An attempt should be made to ensure both continuity and change within the Coordinating Committee.

VII. EXECUTIVE

1. The Council shall appoint a President, Vice-president, Secretary, Treasurer, Public Relations & Communication Officer, and Congress Convener. The Congress Convener shall be proposed by the host region and appointed by the Council. (By 'host region' is meant the region whose proposal to host the next Congress is accepted by the Council.)

Six (6) office bearers as follows shall be elected and appointed by the Council to be the Executive of the Council. All members of the Executive shall be in good standing with their relevant member organizations.

(a) The President shall preside over all meetings of the Coordinating Committee and Council. The President's duties include ensuring the smooth administration and conduct of the Council's business. The President shall be the primary public representative of the Council and advocate of the Mission of the Council. The President shall provide leadership in and facilitate the development of theory and practice in pastoral care and counselling.

(b) The Vice-President shall assist the President in the performance of his/her duties and functions. The Vice-President shall actively liaise with members of the Council in all matters of Council business

(c) The Secretary shall be responsible for all the correspondence, and shall take and keep minutes and records of all meetings of the Council, Coordinating Committee and Executive. The Secretary shall keep records of all correspondence of and on behalf of the Council.

(d) The Treasurer shall keep up to date accounts and records of all financial transactions of the Council. She/he shall present statements of account at all meetings of the Coordinating Committee and Council. The treasurer shall be responsible for requesting, receiving and acknowledging all financial contributions and fees.

(e) The Congress Convener is responsible in close cooperation with the other members of the Executive and local Organizing Team, for the planning, budget, management and appropriate conduct of the Congress

(f) The Public Relations and Communications Officer shall be responsible for coordinating all publicity and informational material necessary for the effective functioning of the Council. He/she shall manage the Council's website and shall encourage regional reporting of developments in pastoral care and counselling. She/he will act as main contact person for members of the movement who are not Council members.

2. In the event that a member of the Executive for any reason is unable to continue to fulfil their responsibilities, an interim replacement may be appointed from the Coordinating Committee to complete their term of office.

VIII. THE CONGRESS

The Council shall normally organize an International Congress every four years. The Coordinating Committee and Council shall meet during the course of every Congress. The management and running of the Congress shall be a cooperative effort under the guidance and governance of the Executive and Coordinating Committee, with the Council being the final the authority.

IX. TASK FORCES

The Council or Coordinating committee may appoint Task Forces to implement the policies of the Council e.g. conferences and congresses, development, communications and publications, membership. Such Task Forces shall consist of members of the Council

but others from without the membership of the Council may be co-opted. The President of the council shall be an ex-officio member of all Task Forces.

X. SUPRA-NATIONAL BODIES

Where supra-national bodies exist or are established to further the development of pastoral care and counselling in various regions of the world (e.g. in Europe, Africa and Asia) such bodies may apply to the Council for recognition, and may be invited to appoint one or two representatives to the Council. These bodies will however be autonomous in terms of structure and policy, always within the constitution of the Council.

XI. FINANCES

Annual affiliation fees shall be levied by the Council to the member organizations in accordance with their ability to pay. The Treasurer and the Coordinating Committee shall create a formula at least every four years for recommended affiliation fees. Organizations shall be responsible for the costs of their representatives at all Council meetings. Co-opted members may apply to the Council for funding if they are unable to find other sources.

XII. PROCEDURES

Minutes and/or Records shall be kept of all meetings of the Council, Coordinating Committee, Executive and any Task Forces, and together with the accounts shall be circulated to all members of the Council.

XIII. PROCEDURE FOR AMENDING CONSTITUTION

Proposals for amending any clause or parts thereof of this Constitution shall be received in writing by any member of the Executive, at least two months prior to any meeting of the Coordinating Committee. Proposals shall be seconded and signed by at least three practicing members of the movement in good standing with relevant affiliated organizations. All duly received proposals shall be reviewed by the Coordinating Committee and presented to the whole Council at its next meeting for discussion and voting. Any amendment to the constitution shall be carried by an affirmative vote of two-thirds of the Council present and voting at a duly constituted meeting.