



WFC ADMINISTRATIVE POLICY STATEMENT

Duties & Responsibilities of Council Members

Approved by the Council of the World Federation of Chiropractic

Paris, France, May 2001

The purpose of this policy statement is to summarize the role of WFC Council members. For further information, please consult the Bylaws and relevant policy statements.

Extract from Bylaws:

4. The property, affairs, business and concerns of the Federation shall be vested in a Board of Directors known as the Council established as provided in the Bylaws.

The member national associations of the Federation in each of the following regions elect the Council members: Africa, Asia, Eastern Mediterranean, Europe, Latin America, North America and Pacific. The term of office is three years.

The Council is the governing body of the Federation between the biennial meetings of the Assembly.

The Council meets for two days immediately prior to Assembly meetings. On years when there is no Assembly meeting, the Council meets for three days. The meetings are usually held in April or May.

Members of the Council must maintain membership in their national association. Their national association must be in good standing with the Federation (annual dues must be paid).

Every two years, the Council elects the Executive Officers of the Federation from among the Council members.

If a Council member is not able to attend a particular meeting, s/he may appoint an alternate for the purposes of that meeting. However, it is very important in an international organization like the Federation that there is consistent attendance and participation.

The Federation, in accordance with the Bylaws and the administrative policy approved by the Council, covers expenses incurred in attending the annual Council meeting, including advanced economy airfare, accommodation and, in Congress years, the Congress registration fee and additional accommodation.

In addition to attendance at the annual meeting of the Council, Council members are expected to assist with the work of the Federation in a number of ways, which include:

- Providing policy support and guidance to the WFC Executive and Secretariat on matters as requested between meetings.
- Preparing written reports as needed for Council meetings on the status of the profession in their region as needed.
- Providing liaison with the national chiropractic associations in their region.
- Acting, along with WFC Secretariat, as a resource for the profession in their region.
- Encouraging new membership applications in countries where the profession is just becoming established.
- Providing assistance in the recruitment and retention of Associate members from their region.
- Providing assistance in the collection of membership dues.
- Providing answers in a timely manner to requests from the WFC.