

2017 AVP World Gathering
Item of business 1A
Structure of the AVP International organisation
Accompanying document
See [Business at the 2017 AVP World Gathering](#)

The proposed structure of the AVP International organisation and its standing committees is:

Coordinating Committee	Nominations Committee
Education Committee	Organisational Affairs Committee
Finance Committee	Public Relations Committee
Fundraising Committee	Technology Committee
Gatherings Committee	

What do these committees do?

Coordinating Committee

- the board of trustees for AVP International
- executive or administrative body of the organisation
- approve and adopt policies
- oversee the major projects and activities of the organisation
- decision making between world gathering

Current subcommittees / working groups of Coordinating Committee

- Ad hoc Naming Committee (to make recommendations to fill open positions on Nominations Committee)
- Corporate Governance working group (developing a code of ethics and related policies for the AVP International organisation)

Education Committee

- develop, gather and share manuals and other workshop/facilitator-related materials
- support quality assurance for AVP training worldwide
- maintain a database of workshop materials (manuals, posters, etc.)

Subcommittees / working groups of Education Committee

- Manual writing and editing
- Best practices (AVP workshops and facilitation)
- Translation
- Research
- Higher education
- School/youth programs
- Continuing learning
- Education technology and knowledge management

Finance Committee

- prepare the annual budget for AVP International
- manage the funds of AVP International
- assist AVP International in becoming financially sustainable
- oversight for the Treasurer and their work

Fundraising Committee

- fundraise for the projects and activities of AVP International
- submit grant proposals on behalf of AVP International
- explore funding opportunities for AVP International
- share fundraising know-how with member AVP countries/groups of AVP International

Gatherings Committee

- plan for world gatherings - long range planning, regional rotation
- solicit and review bids to host AVP World Gatherings
- develop a “how to” guide for gatherings (regional and world), maintaining standards and consistency
- work with the host AVP group on the logistics for world gatherings
- assign scholarships to attend world gatherings

Nominations Committee

- prepare recommendations of nominations for open positions
- receive input and make recommendations on the structure of the AVP International organisation
- assist committees with recommendations of members

Organisational Affairs Committee

- bring together the subcommittees and working groups with tasks and activities related to administrative aspects of the AVP International organisation

Subcommittees / working groups of the Organisational Affairs Committee

- Legal: draft and maintain the bylaws and other organisational documents; assist on legal matters; maintain the legal status of AVP International
- Membership: manage membership in AVP International
- Policies & Procedures: draft the policies and procedures for the AVP International organisation
- Resource Guide: prepare an organisational guide for AVP groups; resource for organisational issues

Public Relations Committee

- responsible for the public image of AVP International
- gather news from the AVP International community
- produce quarterly newsletters to be shared with the general public
- produce quarterly newsletters to be shared with the AVP International community
- draft content / text for the AVP International online presence

Technology Committee

- support the committees and AVP International organisation on technical issues
- support connectivity for the remote electronic meetings of the AVP International organisation and its committees
- support and oversee the activities of the AVP International IT/web administrator

How is this different from the current committee structure?

There are three changes in the proposal:

- a) Newsletter and Content Committee is renamed to the Public Relations Committee
- b) Fundraising Committee is added
- c) Regional Committee is removed

What are the reasons for these changes?

- a) Although the name Newsletter and Content Committee expresses clearly the tasks of the committee, the name Public Relations is broader in scope and allows the committee to work on other projects related to the public image of AVP International.
- b) Fundraising is key to many of the projects and activities of AVP International and as a standing committee, Fundraising would have greater presence in the organisation.

- c) Regional Committee underwent a long discernment process to determine whether to remain a standing committee, reaching agreement to dissolve the committee at this time. A working group will look at the current AVP regions and explore how AVP International can support a regional structure or structures. *See the Regional Committee report for more information.*
Note: The Facilitator Travel Fund currently administered by the Regional Committee will continue to operate. *See the Guidelines and Application on the AVP International website on the For Facilitators page after logging in.*

What is being asked at the 2017 World Gathering?

The world gathering body will be asked to confirm the proposed committee structure.

Questions to think about to prepare for this item of business

- Are there committees that are working on areas of AVP and AVP International that are of interest to me and my local AVP group?
- Are there other areas of interest to me and my local AVP group that are not currently being addressed through this committee structure?
- Is there a committee that sounds interesting and I would like to get involved in or know more about?

Please send any concerns or questions to Bronwen at president@avp.international