

## **Bye Laws\_English (December, 2015)**

### **Bye Laws Of Occupational Science Europe**

#### **ARTICLE I**

##### **TITLE, AIMS and OBJECTIVES**

###### SECTION 1. TITLE

Occupational science “generate[s] knowledge about human occupation. It studies the things that people do in their everyday lives and how those occupations influence and are influenced by health, wellbeing and their environments” (World Federation of Occupational Therapists, 2012. Position statement on occupational science).

###### SECTION 2. AIMS

The aim of Occupational Science Europe is to support the development of occupational science throughout Europe. Occupational Science Europe aims to be a vibrant community for all people with an interest in occupational science. As such, it has open membership, is free of charge and has no formal registration process. It is a multidisciplinary group and it actively encourages the involvement of many disciplines.

To support these aims, Occupational Science Europe works to provide freely available on-line resources for sharing news, information, research opportunities, links to other sites and discussion. It also aims to hold an occupational science conference once every two years, responsibility and venue to shared.

###### SECTION 3. OBJECTIVES

Occupational Science Europe is a network that supports the development of knowledge and understanding of occupation and its potential benefits to all peoples. It works to:

- Promote the discipline of occupational science throughout Europe
- Engage with international and national groups and networks to support the development of occupational science

- Support theoretical development and critical discourse around occupation and occupational science
- Promote knowledge of occupation that supports the health and well-being of individuals and communities
- Engage with inter-disciplinary debates and developments concerning life-style, health promotion and public health
- Promote the interface of knowledge from occupational science with political and social debate and development
- Represent all persons interested in occupational science from throughout Europe and from a wide range of disciplines, encouraging inter-cultural and inter-disciplinary collaboration and research
- Promote collegiality and collaboration, operating in ways that are open, transparent and member driven
- Promote the development of researchers, students, and practitioners and others who are interested in occupational science
- Further knowledge and understanding of the therapeutic potential of occupation, to underpin occupational therapy practice

## **ARTICLE II**

### **MEMBERSHIP**

#### **SECTION 1. DEFINITION OF A MEMBER**

Membership is open to any individual who is interested in occupational science and who supports the mission of the Society, without discrimination as to color, race, or ethnicity, religion, sexual orientation, gender or national origin. Members are eligible to be nominated for election to the Executive Board and to vote in elections.

## SECTION 2. APPLICATION FOR MEMBERSHIP

Occupational Science Europe is a community for people throughout Europe with an interest in Occupational Science. As such it has an open membership, is free of charge and has no formal registration process.

A range of social media enables participation in Occupational Science Europe activities. At present these are:

Occupational Science Europe Blog/Website: WordPress  
<https://occupationalscienceeurope.wordpress.com/> Use this to post your thoughts and queries about occupational science in Europe, and to join in the debate and discussion.

There is also a Facebook group: 'Occupational Science Europe'

Follow Occupational Science Europe on Twitter: @OSEurope

Contact Occupational Science Europe by email at: [occupationalscienceeurope@gmail.com](mailto:occupationalscienceeurope@gmail.com) This email is checked regularly by members of the Executive Board who will respond within a reasonable period of time. This email is also used by the Executive Board for communication with members.

Join the LinkedIn Occupational Science Research group at:

<https://www.linkedin.com/groups?gid=4119167&mostPopular=&trk=tyah&trkInfo=clickedVertical%3Agroup%2Cidx%3A2-1->

Please note that the Executive Board reserve the right to withdraw posted content of an offensive or commercial nature and encourage members to report any such content.

## **ARTICLE III**

### **GENERAL ASSEMBLY**

#### SECTION 1.

A general assembly will be held at least once every two years, usually as part of the biennial Conference. The General Assembly will be open to all those interested in the activities of Occupational Science Europe.

#### SECTION 2. PURPOSE

The purpose and responsibilities of the General Assembly are to:

- Review the Charter and overall aims of Occupational Science Europe
- Propose changes to the Charter according to the changing aims and operations of the network
- Review the annual reports and proposed work plans of the Executive Board and the committees
- Propose new committees according to the needs and wishes of the members
- Nominate members for election to the Executive Board

## **ARTICLE IV**

### **EXECUTIVE BOARD**

Occupational Science Europe Bye Laws. December 2015

#### SECTION 1. BOARD MEMBERS

The Executive Board shall consist of four (4) Officers, and the Chairperson of the three (3) committees. The officers are Chairperson, Vice Chairperson, Secretary and Treasurer. The three committees are Website/Social Media Committee, Conference Committee and Research Committee and the chairperson of each will sit on the board.

Every effort will be made to ensure that Board Members are drawn from all regions of Europe (North, South, East and West), that at least one member is from a discipline other than occupational therapy and that at least one member is a student.

All positions on the Executive Board are undertaken on a voluntary basis.

#### SECTION 2. DUTIES OF THE EXECUTIVE BOARD

The duties of the Executive Board will be:

- a) To establish in line with the Bye Laws, a vision and direction for the network
- b) To guide the implementation of the network's overall aims by setting annual goals and ensuring that input from the membership is incorporated as seen fit

c) To oversee nominations and to supervise elections for all elected positions of Occupational Science Europe

d) To oversee and coordinate the workings and business of Occupational Science Europe

e) To ensure that all documents, e.g. minutes of Executive Board meetings, annual reports and work plans, are posted on the website and available to all members

### SECTION 3. BOARD MEMBERS

The various positions on the board will be allocated between the board members by mutual agreement.

The duties and responsibilities associated with each position will be mutually agreed between the board member and the other executive board members in line with the aims of Occupational Science Europe.

### SECTION 4. TERMS OF OFFICE

All Executive Board Members may serve on the board for a period of four (4) years (Amended April 2017). All are eligible for re-election for a period of two (2) years.

Every effort will be made to ensure that the terms of office of the various Board Members will overlap, to ensure the good working of the Executive Board.

### SECTION 5. ELECTIONS

Announcement of elections due to the completion of the term of office of Board Member(s) will be made by the board to the membership.

Nomination forms will be made available to all members via the google group and other social media. Members can self-nominate with at least one other member supporting their application.

Following the closing date for nominations, members will be informed of the names of nominees and the procedure for electronic voting. All members will be eligible to vote.

## **ARTICLE V**

### **COMMITTEES**

#### SECTION 1. COMPOSITION

There shall be three standing committees: the Website/Social Media Committee, the Research Committee and the Conference committee. Each will have the number of members appropriate to its purpose. Length of membership will generally be between two and five years, depending on the needs of the committee and the circumstances of each member.

The chairperson of each committee will sit on the Executive Board.

Additional committees will be formed as required following the proposal of the Executive Board or of a group of members with the approval of the Board.

#### SECTION 2. DUTIES OF COMMITTEES

The specific aims and work plan of each committee will be developed in collaboration with the Executive Board. The Executive Board will hold overall responsibility for the good working of each committee.

Each committee will submit an annual report including a proposed work plan to the Executive Board. This will be made available to all members.

The Research Committee shall be responsible for expanding the research opportunities and support available to the members.

The WebSite/ Social Media Committee will be responsible for maintaining and developing the on-line communication and collaboration possibilities for the members.

The Conference Committee will assist the host organisation with the tasks needed to plan, organize and run the biennial conference.