



## **Association of Genetic Nurses and Counsellors (AGNC)**

### **Constitution**

*All references to the Association are to the Association of Genetic Nurses and Counsellors.*

*All references to the committee are to the AGNC committee.*

*Accepted 11th September 1995*

*Amended 11th September 2000*

*Amended 17th September 2004*

*Amended 22nd February 2017*

*Amended 26th April 2018*

1. The name of the Association shall be the Association of Genetic Nurses and Counsellors.
2. The objectives of the association are:
  - a) To represent members and promote their professional role. To do this it will bring together members for the purposes of education and the dissemination of knowledge relating to areas of practice as well as mutual support. It will also promote and support the professional regulation of genetic nurses and counsellors to enhance quality of care. In furtherance of these objectives but not otherwise the society may issue statements, reports and research findings.
  - b) To develop and support the following genetic counselling endeavours:
    - Applying genomic information to overall future healthcare for individuals and families.
    - Providing practical and psychosocial support for those with rare genetic disease.
    - Navigating the ethical challenges surrounding the disclosure and sharing of genetic information.
    - Interpreting and explaining complex, incidental or uncertain genomic information.
    - Providing education for the wider healthcare workforce on the clinical application of genomics.
3. The Association of Genetic Nurses and Counsellors will form one of the founding constituent groups of the British Society for Genetic Medicine (BSGM) and will fully participate in the activities of the BSGM.

4. The membership of the Association of Genetic Nurses and Counsellors shall be open to genetic counsellors and nurse specialists together with other disciplines involved in the care and management of families affected by genetic disease. All members of the Association shall be members of the BSGM.
5. The Association shall consist of ordinary and senior members. All members shall be entitled to speak and vote upon any matter brought before a meeting of the Association. Only ordinary members of the Association shall be entitled to be elected as officers or committee members of the Association.
6. Candidates for ordinary membership shall apply for membership of the BSGM according to that society's procedures. Candidates require nomination by at least two members of the AGNC.
7. Candidates for ordinary membership shall be reviewed by the Association secretary and other committee members shall be consulted if there are any objections or concerns about a candidate.
8. Ordinary members on retirement from their professional appointment may become senior members at a reduced subscription.
9. The membership fee shall be regularly reviewed by the committee and any changes ratified at the AGM.
10. Non-payment of subscription is subject to BSGM rules.
11. The committee of the Association shall concern itself with organisational, policy, professional advocacy and administrative matters. It shall consist of eight members to include a Chair, Vice Chair, Secretary and Treasurer. At the discretion of the committee other ordinary members may be designated to represent the association on other bodies such as the Joint Committee for Genomic Medicine, UK Genetic Testing Network, Clinical Reference Group or the organising committee for the BSGM conference.
12. There shall also be a 'New Genetic Counsellor Group' representative, co-opted by the committee, to attend committee meetings with a term not exceeding three years practice as a genetic counsellor. This representative shall be voted for by the 'New Genetic Counsellor Group'.
13. Decisions of the committee shall be by simple majority vote of those present. But would need to include 5 members including 2 officers
14. The committee should meet at least twice a year.
15. The offices of Chair, Vice Chair, Secretary and Treasurer shall be for three years. Each officer may serve no more than two consecutive terms of office.
16. No one person shall simultaneously hold more than one position on the committee
17. No committee member or officer should serve more than six consecutive years on the committee.
18. The members of the committee shall be directly elected by the membership. The officers will be elected from the committee by the committee..
- 17a. If a committee member or officer resigns prior to the end of their period of office or term, the committee will appoint to fill the vacancy and this will be ratified at the next AGM.

19. The officers' posts shall be honorary. Reimbursement will be made for 'out of pocket' expenses incurred by the committee in the execution of the business of the Association.
20. The membership will be invited to nominate members for election, which must be accompanied by a signature of willingness to stand. Elections will be by electronic vote and results will be announced to the membership. If the number of nominations do not exceed the number of posts available, those nominated will be deemed elected subject to ratification by the committee.
21. The Association shall support at least one conference ('spring meeting') a year during which there will be an AGM.
22. The committee may call an Extraordinary General Meeting at any time.
23. Twenty five percent of ordinary members may call an emergency meeting giving at least six weeks notice of the motion to be put to the Association. All members will be notified of the time, place and agenda of any meeting at least three weeks in advance.
24. The committee shall arrange the agenda for the AGM. Any members wishing to have matters included on the agenda must inform the secretary in writing at least six weeks before the AGM.
25. The quorum for the AGM shall be ten percent of ordinary members and three committee members including at least two officers.
26. The secretary shall record and circulate minutes of the AGM. Minutes of committee meetings will be available through the secretary on request and via the membership section of the Association website
27. This constitution may not be altered except at an AGM and any proposals shall be made in writing by the committee or at least ten percent of members. In the latter case the proposal must reach the secretary by at least eight weeks before the AGM. The proposal shall be circulated to the members at least four weeks before the above meeting and it shall be decided by a two-thirds majority vote of those present.
28. The income and property of the Association shall be used solely for the promotion of the objectives of the Association. If upon winding up or dissolution of the Association any funds remain these shall not be distributed among the members of the organisation but shall be given or transferred to one or more institutions having similar objectives which also prohibit distribution of their income or property among their members. The specific institution shall be determined by the members, prior to the dissolution.