



Membership Information Booklet



EUROPEAN
PEER
TRAINING
ORGANISATION



Version September 2015

Surprised? No need to!

EPTO introduced a membership structure to create ownership on both sides, create an overview of active players in the field and improve transparency about its activities and all the people involved at the European level. In this booklet, we will set out how the membership works and what it entails, but most of all...

WE WANT YOU TO BECOME AN EPTO MEMBER!

Why you? You might ask yourself. Well, because you have crossed our path in the past, because we have worked or are currently working with you and because you, with all of your skills and professional experience, would enrich the EPTO network in order to create a European expertise centre about peer education.

This is not only about EPTO as an organisation, this is about creating a bigger voice for youth work and peer education on a European level, about cooperation and changing the perspective on peer education together.

If you are now intrigued what this is all about, if this seems a good idea or if you have been waiting for this information all along ever since you first heard about it, we would like you to read this document and join us.

PROCESS AND TIMELINE

Application deadline

Is October 16th 2015. Before then, you can read the document, contemplate individually or within your organisation whether to become a member and ask the office for clarification if needed.

Receive an answer

Before November 2nd 2015 you will receive an answer from the office and your membership will be formalised by sending you the membership agreement to be signed and sent back to us, and payment information.

Payment and registration

The deadline for payment of the 2015-2016 membership fee is November 16th 2015. After we received your payment, you will get your copy of the signed agreement together with the additional membership information.

YOU ARE A MEMBER NOW !

This means from this moment onwards, we are proud to welcome you as an official EPTO member with all its benefits! You will be part of a European network for peer education, creating an inclusive society for young people to embrace their differences and realising their unique potential! Your membership will be running till November 30th 2016.

WHY A MEMBERSHIP STRUCTURE?

Ever since its creation as a youth organisation, EPTO's boards, coordinators and members had the wish to review the structure of the organisation, according to the following aspects:

to be based on youth organisations or institutions working with youth (instead of being based on local/national coordination);

to move step-by-step towards a completely youth-led organisation;

to present and maintain a clear structure;

to create ownership and responsibility towards EPTO.

Following this wish, the coordinators and the EPTO Board proposed a new membership structure for the following annual EPTO conference at the last coordinators' meeting in Rotterdam in 2010.

The Board also reviewed the former mission statement and replaced it by a new vision for EPTO that fits the new direction of the organisation:

"People enjoy learning from each other how to embrace their differences and realize their unique potential"

Linked to this vision, the purpose of EPTO has been reformulated to be:

"For young people in Europe to embrace their differences and realize their unique potential, EPTO promotes and develops peer training."

EPTO will still have a main focus on experiential learning and anti-discrimination work but wants to expand towards everything that is quality peer education, no matter the content. This will open the doors to other organizations and individuals in the field and make for more complete and inclusive cross-disciplinary projects.



1. WHY BECOME A MEMBER?

Becoming an EPTO member means that both parties will have certain benefits and responsibilities. Underneath you will find the summary of what you can expect from EPTO and what EPTO expects from you as members.

1.1. EPTO will:

- Organise an annual event for members
- Organise the exchange of practice, methods and resources in the field of peer training and anti-discrimination.
- Provide knowledge resources on pedagogy, project management and fundraising.
- Care for the identity and credibility of the organisation. Internally, by maintaining a common vision, team building and close communication. Externally, by communicating EPTO's vision and purpose and creating visibility on the European level.
- Train and coach "catalysts for peer education" through the application of the programme ADL-AWOD Peer Training Programme¹.
- Train and coach according to the requirements of each of the licensing partners of the following programs:
 - FRUITCAKES²
 - Belieforama³
 - Risk and Lifestyle⁴
 - Learning for Well-Being⁵
 - Others offered through EPTO
- Provide a frame for mutual support between member organisations and involved individuals.
- Facilitate project development through networking within EPTO.

- Provide ongoing opportunities for (further) professional development of its members in the training field.
- Coordinate the development of programmes and pedagogical methods.
- Set up and implement a regular training programme in areas where members identify needs.
- Provide visibility for the activities on a local level.
- Deliver a quality label for member organisations that fulfil the defined standards and conditions.

Not all of the above listed services are exclusively for members, however members will have privileged access at all times.

- 1. ADL stands for the Anti-Defamation League who developed the A World of Difference Program© based on anti-bias education. All of EPTO's programs follow this pedagogical method.
- 2. Fruitcakes is a subject specific peer training program based on the AWOD manual tackling gender-based discrimination and homophobia in youth environments.
- 3. Belieforama is a subject specific training about religious diversity and anti-discrimination developed by CEJI – A Jewish Contribution To An Inclusive Europe.
- 4. Risk and Lifestyle is a subject specific program of peer training tools on risk situations (sex, drugs, rock 'n roll, sports, violence, nightlife,...) aiming to increase well-being for youth. This program was developed by different EPTO member organizations through the facilitation of 4motion (Luxemburg) and inspired by the Ashoka awarded action model "Risflecting©".
- 5. Learning for Well-Being is a currently developed module about inner diversity, mutual learning and realizing one's unique potential that strives for holistic approaches and is based on the body of work that is known as Human Dynamics.

1.2. Members will:

- Fulfil the purpose of EPTO which means that they are (already) working in the ways defined in the membership criteria.

- Contribute to peer learning in their local context.

- Pay an annual membership fee that equals 150 ECO for organisations and 25 ECO for individuals.

To calculate this fee, we use an alternative currency system to give equal access to people with different living standards. Please find the equivalency table at the end of this document.

- Participate in governance structure such as sending a representative to the General Assembly and proposing candidates to the Board.

Only young people 16-35 are eligible as representatives or candidates.

- Participate in and co-organise events, meaning being partners.

- Assign a contact person to the European office in order to guarantee an efficient communication.

- Report about activities when using methods and programmes provided by EPTO and its partners.

This information might be shared with the network for motivational purposes or when agreed for promotional activities. Furthermore this reporting supports the authenticity of the organisation and the network.

- Comply with the quality assurance criteria, which essentially sets as condition that workshops / trainings will only be delivered by people between 14 and 35 years that are certified trainers in one of the pedagogical programmes certified by EPTO and its partners.

- Acknowledge the EPTO membership on publications related to peer training.

2. WHAT ARE THE MEMBERSHIP CRITERIA?

2.1. Organisations (registered or informal)

Organisations that want to apply should:

- Be active in the field of youth

- Focus on peer training, anti-discrimination and experiential learning

Above mentioned criteria will be elaborated in the membership application form.

- Subscribe to EPTO's purpose

Subscription will happen by signing the membership agreement. Acknowledgement should happen by using/placing the EPTO logo on the organisation's website.

Each organisation designates one representative which holds voting power in the General Assembly and can propose a candidate to the Board who is a certified EPTO peer trainer (trained by EPTO or an EPTO quality label organisation).

2.2. Individuals

Individuals who want to apply should:

- Be aged 16-35 years

Since youth is defined by the European Commission until the age of 35, people over 35 will automatically turn into EPTO friends, however can be part of the Advisory Body (see section 4.3).

- Focus on peer training, anti-discrimination and experiential learning

- Have followed at least one train-the-trainer course held in cooperation with EPTO

Above mentioned criteria will be elaborated in the membership application form.

- Subscribe to EPTO's purpose

Subscription will happen by signing the membership agreement.

Individuals have no voting power but can participate in all EPTO activities and can be candidates to the Board if supported by at least one member organisation.

2.3. EPTO friends (organisations & individuals) / alumni

EPTO friends and alumni who want to apply should:

- Be interested in peer training, anti-discrimination and experiential learning
- Subscribe to EPTO's purpose

EPTO friends / alumni have no voting power but can participate in all eligible EPTO activities (i.e. if there is no age limit) and statutory meetings. EPTO friends can also become individual members by following a training and subscribing for membership after and can be part of the Advisory Body.

3. WHAT IS THE EPTO QUALITY LABEL?

Members can apply for the "EPTO quality label". This label is meant to frame the cooperation for members, in a partnership that benefits both sides and goes beyond only being a member of the organisation: EPTO provides specific services to members, who commit to the label, but mostly a certification for the quality of the work that the member organisations deliver, as well as to the individuals following these trainings.

On their part, the member organisations commit to a consistent follow-up on the local level, mainly the guidance of peer trainers, and reporting that allows EPTO to have an overview of the work done on local level. This is also important for advocacy purposes on the European level and therefore eventually benefits the whole network.

For more information on the Quality Label, please contact us!

4. THE EPTO GOVERNANCE STRUCTURE

The EPTO governance structure is the organisational structure that defines the decision making process. It consists of a General Assembly, the Board and an advisory body and is legally defined in EPTO's statutes as an organisation.

4.1. General Assembly

The General Assembly consists of representatives of member organisations and individual members, and meets at least once a year (mostly in connection with the annual Event for members or another big event).

The General Assembly elects the Board, assigns 50% of the members of the Advisory Body and adopts the financial report of the last year and the 2-years strategic and financial plan.

4.2. EPTO Board

The Board manages the daily business with the support of the EPTO office, proposes a strategic and financial plan to the General Assembly and the Advisory Body every 2 years, and is in charge of implementing the adopted plans. The Board also represents EPTO to other organisations, institutions and the general public.

The Board consists of 6 members, 4 Board members will be elected by the General Assembly for a term of two years. The 4 Board members elected by the General Assembly are between 18 and 35 years old and can become Board members if they are certified EPTO peer trainers.

Every member organisation can propose one representative for the Board elections to the General Assembly. Individual members can run for Board elections, if they are supported by at least one member organisation.

4.3. Advisory Body

The Advisory Body is composed of 4-10 members of the organisation. Former Board members, CEJI¹ representatives, EPTO friends and other people co-opted by the Board can be assigned to the Advisory Body. 50% of the members of the Advisory Body are assigned by the EPTO General Assembly, 50% of the members of the Advisory Body are assigned by CEJI.

The Advisory Body has an advisory role. The Board can consult the Advisory Body mainly to guarantee continuity in the organisational management. Additionally, the Advisory Body has the role to ensure that the vision and purpose, as defined in the statutes, are respected. For this, the Advisory Body has to agree to any changes of these articles of the statutes and the 2-years strategic plan. The Advisory Body also keeps up the historical link with CEJI.

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 1. CEJI- A Jewish Contribution to an inclusive Europe is the former mother organization of EPTO and holds the rights for the AWOD Programme in Europe. Since EPTO moved from being CEJI's youth formation to becoming an independent organization, CEJI has an advisory function.

Annual EPTO membership fee reference table

Country	150 ECO organisations = amount 2015/2016 in Euro*	25 ECO individuals = amount 2015/2016 in Euro*
Austria	157	26
Belgium	150	25
Bulgaria	95	16
Croatia	123	20
Cyprus	150	25
Czech Republic	123	20
Denmark	198	33
Estonia	116	19
Finland	170	28
France	157	26
Germany	150	25
Greece	136	23
Hungary	123	20
Iceland	184	31
Ireland	170	28
Italy	157	26
Latvia	109	18
Liechtenstein	164	27
Lithuania	109	18
Luxembourg	150	25
Malta	150	25
Netherlands	150	25
Norway	184	31
Poland	116	19
Portugal	136	23

Country	150 ECO organisations = amount 2015/2016 in Euro*	25 ECO individuals = amount 2015/2016 in Euro*
Romania	82	14
Slovak Republic	130	22
Slovenia	116	19
Spain	143	24
Sweden	157	26
Switzerland	200	33
Turkey	109	18
United Kingdom	191	32

*These amounts are calculated assuming Belgium 150 ECO = €150 in reference to "Erasmus + Programme Guide 2015" - volunteer's individual support per month of voluntary service abroad.

