

## **Terms of Reference of FEANTSA Youth**

### **1. Name**

1.1. FEANTSA -*Fédération Européenne des Associations Nationales Travaillant avec les Sans-Abri*- is the European Federation of National Organisations Working with the Homeless. It brings together non-profit services that support homeless people in Europe. FEANTSA aims to end homelessness in Europe by:

- Engaging in constant dialogue with the European institutions, national and regional governments to promote the development and implementation of effective measures to end homelessness.
- Conducting and disseminating research and data collection to promote a better understanding of the nature, extent, causes of, and solutions to, homelessness.
- Promoting and facilitating the exchange of information, experience and good practice between FEANTSA's member organisations and relevant stakeholders with a view to improve policies and practices addressing homelessness.
- Raising public awareness about the complexity of homelessness and the multidimensional nature of the problems faced by homeless people.

1.2. FEANTSA Youth is the independent youth body of FEANTSA. It represents the young professionals – between 18 and 35 years old – working to end homelessness in Europe.

1.3. The working language of FEANTSA Youth is English.

### **2. Aims**

FEANTSA Youth has the following aims:

- To represent in FEANTSA and other relevant platforms the interests of young professionals working on homelessness in Europe, in a diverse range of roles, e.g., social workers, researchers, youth workers, policy officers, health professionals, etc.
- To provide capacity-building opportunities for the young professionals working on homelessness.

- To promote a Europe-wide vision to end homelessness, by creating a space to exchange views and good practices among young professionals working in different European countries.
- To support homeless service providers to enable young people in their workforce to engage in European cooperation.

### 3. Values

FEANTSA Youth is guided by the following values. Members commit to respect and promote them:

- Human rights-based and youth-led approaches in supporting people experiencing homelessness, in view to respect and protect their human dignity.
- To ensure as much as possible the autonomy of people in homelessness and the right to decide on the support they receive.
- Participation of people experiencing homelessness in services is encouraged, with the support of professionals if necessary.
- To consider people in homelessness in a holistic way, beyond their immediate housing needs.
- Intersectionality: people in homelessness may experience discrimination based on different grounds. Support should be adapted as much as possible in this regard.
- Professional development and capacity-building is understood as an integral part of professionals' work to improve the support they provide to people experiencing homelessness.
- To promote the involvement of young professionals in decision-making processes relevant in tackling homelessness, within homeless service providers and beyond.

### 4. Membership

4.1. Members of FEANTSA Youth are the member organisations of FEANTSA who express their interest in joining FEANTSA Youth and who agree with the aims and values of FEANTSA Youth.

4.2. Organisations shall inform the FEANTSA Youth Board about their intention to join FEANTSA Youth. The FEANTSA Youth Board will keep an updated list of members and will have the assistance of FEANTSA secretariat for this purpose, if requested.

4.3. The possibility to join FEANTSA Youth is included in the membership fee of FEANTSA. There will be no additional costs to access the membership of FEANTSA Youth.

4.4. Membership of FEANTSA Youth and participation in its governance does not preclude the participation in FEANTSA's governance and activities.

4.5. Membership of FEANTSA Youth will end if one or more of the following conditions are met:

- It is communicated the decision to leave FEANTSA Youth.
- The termination of FEANTSA membership.
- The member does not observe the code of conduct or ethical standards established by FEANTSA.
- The member is unreachable during 2 consecutive years.

4.6. The FEANTSA Youth Assembly will decide about the termination of membership and inform the member concerned within 14 days of a decision. Members will have the right to appeal this decision within 30 days of receiving the notification on terminating membership.

## 5. Governance

FEANTSA Youth is governed by the following bodies:

- The FEANTSA Youth Assembly;
- The FEANTSA Youth Board.

## 6. FEANTSA Youth Assembly

### 6.1. Composition

The FEANTSA Youth Assembly shall consist of one representative of every member of FEANTSA Youth, between the age of 18 and 35 years old.

- Member organisations are free to decide who will represent them in the Assembly. Lived experience of homelessness should be considered when taking this decision.
- The names and contact details of these representatives should be communicated to the FEANTSA Youth Board prior to the Assembly, together with a letter of support from their organisations.

## 6.2. Meeting

- The Assembly shall take place once a year, in conjunction with FEANTSA General Assembly.
- Though it is possible to have an online Assembly, in-person or hybrid formats shall be favoured, subject to available funding to cover the costs of travelling and lodging.
- If not covered by FEANTSA or FEANTSA Youth, representatives shall bear the costs of travelling and lodging themselves.
- An extraordinary assembly can be convened at the request of 50%+1 of members in the FEANTSA Youth Board.

## 6.3. Responsibilities

The FEANTSA Youth Assembly is the highest decision-making body of FEANTSA Youth. Its responsibilities are:

- To table and vote on amendments to the Terms of Reference of FEANTSA Youth.
- To identify the work priorities of FEANTSA Youth.
- To consider a FEANTSA Youth strategy in accordance with these priorities and to formally adopt it.
- To elect the members of the FEANTSA Youth Board.
- To approve the work of FEANTSA Youth during the previous year and the plan for the next one, based on the reports provided by the FEANTSA Youth Board.
- To approve the financial report of FEANTSA Youth for the previous year and the budget for the next one, based on information provided by the FEANTSA Youth Board.
- To discuss any other topics of relevance which are tabled by FEANTSA Youth members.

## 6.4. Notice

The FEANTSA Youth Assembly shall be convened by the Chair of FEANTSA Youth Board. The notice shall be given by email to the members of FEANTSA Youth, at least 3 months in advance. It shall include the place, date and time for the Assembly.

## 6.5. Proposals

- Any member of FEANTSA Youth can table a proposal to discuss or vote on a certain topic during the Assembly; or to amend the Terms of Reference of FEANTSA Youth.
- Proposals should be sent by email to the FEANTSA Youth Board at least 30 days prior to the FEANTSA Youth Assembly.

- These proposals, the agenda and any other relevant documents shall be sent by the FEANTSA Youth Board to the member organisations at least 20 days before the Assembly. The Board will have the assistance of FEANTSA secretariat for this purpose, if requested.

#### 6.6. Quorum and votes

- Quorum of the Assembly is met when at least 50%+1 of FEANTSA Youth members are present, including both in-person and online participation, in the case of hybrid or online Assembly.
- Each member of FEANTSA Youth has one vote, corresponding to that of their representative between 18 and 35 years old. Only representatives with the letter of support from their organisations may take part in voting.
- Proxy voting is allowed. The principal shall communicate prior to the Assembly to the FEANTSA Youth Board who will be their proxy.
- Except when otherwise provided, decisions shall be made by a simple majority of those voting at the Assembly, i.e., 50%+1 of votes cast.
- The voting and counting will be carried out by FEANTSA secretariat, to ensure the neutrality of this process.

### 7. FEANTSA Youth Board

#### 7.1. Composition

The FEANTSA Youth Board consists of between 2 and 7 members from different countries. After being elected, the Board will appoint among their members a Chair and a Vice-Chair.

One of the members other than the Chair shall be appointed by the FEANTSA Youth Board at the start of its term to oversee finances.

Only representatives of FEANTSA Youth member organisations can be part of the FEANTSA Youth Board. Termination of membership implies losing the position within the FEANTSA Youth Board, if that member organisation had one.

#### 7.2. Election

- The Youth Board is elected during the FEANTSA Youth Assembly by FEANTSA Youth members.
- Representatives of FEANTSA Youth member organisations shall candidate themselves to be part of the Board. Those reaching the age of 36 during the term cannot candidate to be part of the Board.

- Candidates shall send their applications to the FEANTSA Youth Board at least 30 days prior to the Assembly where the vote will take place. Applications should provide answers to the following questions:
  - Why do I want to be on the FEANTSA Youth Board?
  - What skills and/or experiences can I bring to the Board?
  - What priorities for the next term should FEANTSA Youth focus on?
- If there are more than 7 candidates, those receiving the most votes will be elected as members of the FEANTSA Youth Board. If there are candidates with an equal number of votes, the Assembly will vote again until 7 members of the Board are elected.
- During the vote, FEANTSA Youth members shall aim to reach a balance within the Board regarding gender, age, lived experience of homelessness, geographic distribution, or candidates' diversity of backgrounds and professional skills.

#### 7.3. Duration of the term

- The term of office is two years from the date of election. Members of the FEANTSA Youth Board may stand for re-election, under the same conditions described in 7.2.
- If a member of the FEANTSA Youth Board leaves before the end of the term, the remaining members may appoint a substitute for the remainder of the term. The substitute shall be a member of FEANTSA Youth receiving 50%+1 of the votes cast in a meeting of the FEANTSA Youth Board.

#### 7.4. Responsibilities

- To fulfil the decisions adopted by the FEANTSA Youth Assembly;
- To oversee the operations and activities of FEANTSA Youth;
- To keep an updated list of FEANTSA Youth members and its representatives;
- To propose decisions on the termination of membership for the Assembly to vote on;
- To prepare the meetings of the FEANTSA Youth Assembly and to report to it;
- If mandated by the FEANTSA Youth Assembly, to draft a strategy for FEANTSA Youth and to ensure its implementation.

#### 7.5. Meetings

- The FEANTSA Youth Board shall meet at least 2 times per year. One of these meetings shall take place immediately after the FEANTSA Youth Assembly.
- Meetings shall be convened at the request of the Chair or at least 50%+1 of the members of the Board. Notice shall be given at least 20 days in advance, including the place, date, time and a proposed agenda for the meeting.

- The meetings can take place online, though in-person or hybrid meetings shall be favoured. If not covered by FEANTSA or FEANTSA Youth, members of the Youth Board shall cover themselves the costs of attending the FEANTSA Youth Board meetings.

#### 7.6. Decision-making

- The FEANTSA Youth Board may take decisions if at least 50%+1 of its members are present at the meeting.
- Decisions shall be adopted by simple majority (50%+1) of the votes cast. Each member has one vote. In the case of equal votes, the Chair has a casting vote.

#### 8. Relationship with FEANTSA

- FEANTSA Youth shall work autonomously. However, any decision that will have an impact on the operations or reputation of FEANTSA will have to be approved by one of FEANTSA governance bodies – the Administrative Council or the Executive Committee.
- FEANTSA Youth shall have its own revenue sources and budget to develop its activities. The use of FEANTSA financial resources is only possible with the agreement of FEANTSA Director or one of its governance bodies.
- FEANTSA Youth will make use of FEANTSA accounting system, under a separate entry line.
- Approval from FEANTSA Director or one of its governance bodies shall be obtained before the FEANTSA Youth Board decides to apply for external funding or to conclude any partnerships with third parties.
- The Chair of the FEANTSA Youth Board will actively participate in the meetings of FEANTSA Administrative Council, without the right to vote.
- The Chair of the FEANTSA Youth Board shall report to the governance bodies of FEANTSA about FEANTSA Youth activities.
- The member of the FEANTSA secretariat responsible for youth shall assist in the coordination, management, and activities of FEANTSA Youth.
- The member of the FEANTSA secretariat responsible for youth shall participate in the FEANTSA Youth Assembly and the meetings of the FEANTSA Youth Board, without the right to vote.
- FEANTSA Youth shall make use of the infrastructure provided by the FEANTSA secretariat, to deliver its activities and to support its governance.