



香港戲劇治療師協會

HONG KONG ASSOCIATION OF DRAMA THERAPISTS

Address: 27B, SHUI PAK MANSION, PARKVALE, 4 GREIG ROAD, QUARRY BAY, HONG KONG

Email: secretary.hkadt@gmail.com

Website: <http://www.hkadt.org>

Constitution

1. The Association shall be known as **HONG KONG ASSOCIATION OF DRAMA THERAPISTS**

2. The registered address of the Association is: 27B, SHUI PAK MANSION, PARKVALE, 4 GREIG ROAD, QUARRY BAY, HONG KONG

AIMS

- a. To connect local drama therapists and promote development of the field.
- b. To promote mental health well being through Drama Therapy.
- c. To provide information and safeguard the public's experience with Drama Therapy.

MEMBERSHIP

Membership runs from Apr 1 to 31 Mar of each year.

Eligibility Criteria and Membership Categories

4. Membership of the Association shall be open to Hong Kong residents and /or citizens who are qualified Drama Therapists and/or Drama Therapy students, subject to the approval of the Executive Committee.

Individual members shall be classified into three categories:

a.) Supervisor/ Trainer:

- Professional members who has the credential of Registered Drama Therapist/ Board Certified Trainer (RDT/BCT) from North American Drama Therapy Association (NADTA) or Dramatherapy Supervisor from British Association of Dramatherapists (BADth) or equivalent

b) Professional Member:

- Registered Dramatherapist or Registered Arts Therapist (Drama) from UK Health & Care Professions Council (HCPC), Registered Drama Therapist (RDT) from North American Drama Therapy Association (NADTA), Registered Dramatherapist from Australian, New Zealand and Asian Creative Arts Therapies Association (ANZACATA) or equivalent
- Provisional Registered Drama Therapist (P-RDT) from North American Drama Therapy Association (NADTA), or equivalent

c) Student Member:

- Students currently enrolled in a Master’s level Drama Therapy Program approved from the above oversea accreditation bodies.
- Trainees on the alternative route training with letter of intent sent to the North American Drama Therapy Association (NADTA) and under active Registered Drama Therapist/ Board Certified Trainer (RDT/BCT) supervision

Members’ Rights

| | Eligible to be nominated as President or Vice President | Eligible to 1) nominate Ex-Cos, 2) be nominated as non President Ex-Cos, 3) vote, 4) be listed on website public directory 5) buy Professional Indemnity Insurance | Eligible to 1) participate in association programmes and activities, 2) attend AGM, |
|----------------------------|--|--|--|
| Supervisor/ Trainer | V | V | V |
| Professional Member | V | V | V |
| Student Member | | | V |

Member’s Obligations

5. Members of the Association shall pay an annual membership fee of \$600.00 for Supervisor/Trainer Members, \$500.00 for Professional Members, and \$100 for Student Members.

Dues shall be paid annually by 31st of March. Members shall be notified concerning payment of dues at least 30 days before membership payment is due. Failure to pay dues within 15 days of deadline shall result in loss of membership until such time that dues are paid in full

and retroactively. If dues are not paid within 15 days of the second notice, all rights to membership shall be forfeited.

For new members joining BEFORE 1st of October of each year but after 31st of March, an one time application fee of HKD 100 and 6 month membership fee, (i.e. HKD 300 for Supervisor/Trainer Members, HKD 250 for Professional Members, HKD 150 for Graduate Members and HKD 50 for Student Members.) will be charged. And their membership will be valid till 31st March of the coming year. For new members joining AFTER 1st of October of each year, full membership fee will be charged but their first year membership statues will be valid until 31st of March of the next year (i.e their first term membership will last for 12+ month)

6. When choosing to announce their membership of the Association to the public, all Members should clearly state their FULL MEMBERSHIP CATEGORY to minimize confusion.

7. Members are obligated to comply with the Code of Ethics to their best knowledge.

8. All members are required to have 20 hours of continuous education or supervision provided by a licensed / registered mental health practitioner in every 2 years of duration.

Termination of membership

9. Any member wishing to terminate ones' membership may do so, provided that written notice is given to the Executive Committee.

10. The Executive Committee has the right to terminate membership in the following circumstances:

- a. If a member ceases to fulfill the definition of membership as described in Clause 4;
- b. If a member ceases to fulfill the eligibility criteria as described in Clause 4;
- c. If in the opinion of the Executive Committee, the conduct or behaviour of a member is prejudicial to the good name of the Association.

11. Once the membership is terminated, a new application and application fee to reinstate ones' membership will be required. The Executive Committee will have the discretionary power to accept or reject that application.

Meeting and Quorum

12.. The following meetings of members shall be convened:

- a. There shall be an **Annual General Meeting** in every calendar year (i.e Jun) to be held not more than 15 months after the last preceding Annual General Meeting;
- b. Any members' meeting other than the Annual General Meeting shall be an Extraordinary General Meeting. The Executive Committee shall determine the need to call upon extra meetings.

13. The President of the Executive Committee, or in case of absence, the Vice President shall take the chair at every General Meeting of the Association. If at any such meeting neither the President nor the Vice President is present within 15 minutes after the time appointed for holding the meeting or are unwilling to act, the members present shall choose one of the members of the Executive Committee present as Chairperson of the meeting.

14. Every proposal submitted to a meeting to be voted upon shall be decided by a show of hands. In the case of an equality of votes, the Chairperson of the meeting shall have a casting vote in addition to the vote to which he/she is entitled as a member.

15. 50% of members with voting right present shall constitute a quorum. If within 30 minutes from the time appointed for the meeting a quorum is not present, the meeting, if convened upon the requisition of members shall be dissolved, but in any other case it shall stand adjourned to such other day, time and place as the Chairperson will appoint by notice to the members. If at such an adjourned meeting a quorum is not present, meetings will have to be postponed.

Notices

16. All members shall be given 6 weeks notice of the Annual General Meeting or 2 weeks notice of the Extraordinary General Meetings. Such notices shall specify the place and the day.

THE EXECUTIVE COMMITTEE

Composition

17. The Executive Committee shall be composed of a President, a Vice President, a Treasurer, a Secretary and an Ethics Committee Chair.

Terms of Office

18. All members of the Executive Committee will be elected during the Annual General Meeting. Members elected to the Executive Committee shall hold office for a 3-year term and for such period there should be at least one new member joining the Executive Committee.

19. No Executive Committee shall be eligible for election for the same position for more than 2 successive terms (i.e. a maximum of 6 years of continuous service).

20. In the event of any Executive Committee wishing to resign, such members should give at least one month written notice to the Executive Committee. The Executive Committee will decide whether such positions be left vacant with duty covered by the existing Executive Committee or to call an EGM for replacement election.

Election Procedure

21. The election of the Executive Committee shall be conducted in the following manner:
- a. Every Supervisor/ Trainer, Professional and Graduate Member shall have the rights to nominate, to elect and be elected as the Executive Committee; except for the role of President and Vice President, in which only Supervisor/ Trainer and Professional Members can be elected.
 - b. Any person who is a current member of the Executive Committee shall have the right to be nominated and to be re-elected as member of the Executive Committee provided that his/her term does not violate the term as stipulated in Clause 25.
 - c. Each candidate standing for election to become a member of the Executive Committee ("the Candidate") shall be proposed and seconded by any Supervisor/ Trainer, Professional or Graduate Member.
 - d. The nomination process shall proceed not less than 6 weeks before the election which normally will take place during the Annual General Meeting.
 - e. The Candidates who receive most votes will be declared elected and in the case of an equality of votes between the Candidates during the same meeting, the successful Candidate shall be determined by a lot drawn by the Chairperson of the meeting.
 - f. Any vacancy occurring in the Executive Committee by reason of death, resignation, being incapacitated or disqualification resulting from an elected member ceasing to be a qualified member may be filled by a special election as arranged by the Executive Committee or be left vacant with duty covered by the existing Executive Committee until the next another election date. In either case, the Executive Committee will have the power to determine the option of the replacement arrangement. Members who fill such positions will finish the remaining 3-year term and only be reelected for the same position for another 3-year term to honor the principle of clause 25.

Powers and Duties

22. The Executive Committee may exercise all such powers as the Association is, by this constitution, authorized to exercise.

Meeting and Quorum

23. After the Annual General Meeting with election of the Association, the Executive Committee elected from among their members shall hold office until the completion of the 3-year term.
24. The Executive Committee shall hold at least one meeting on a half-yearly basis to conduct business of the Association, including planning and implementation of activities and programmes, approval of budget, and appointing sub-committees and special committees to fulfill the aims of the Association. *Three Executive Committee members* personally present shall constitute a quorum.
25. In case the President of the Executive Committee is absent, the meeting shall be rescheduled.

Amendment of the Constitution

26. Any proposal to amend the Constitution, shall be submitted to the Secretary in writing, and signed by 2 other members. This proposal shall be presented for discussion and voted for at the next general meeting. Voting shall be ratified by means of a 2/3 majority of members present. The Constitution shall be reviewed at least every *3 years* at an Annual General Meeting.

Dissolution of the Association

27. The Association may be dissolved at a general meeting by a 2/3 majority of members present, in which event any remaining funds shall be donated to drama therapy related purposes which will be determined by the outgoing Executive Committee.