



Soroptimist
International

NEWCASTLE

UPON TYNE

**New Members
pack**

CONTENTS

SIGBI Membership Statement	2
Soroptimist Vision, Mission, Values and Goals	3
Top Nine Benefits of Membership.....	4
Club Officers.....	7
Programme Action	8
Number 63 (formerly known as the soroptimist residential club).....	10
Induction for New Club Members.....	11
Membership Fees.....	12
Annual Calendar of Events – Club Meetings, Regional Meetings, Social Events, UN Dates.....	13
Glossary of Soroptimist Terms	16
Soroptimists Structures.....	24
Club Development Plan 2016 -2018,	33

SIGBI MEMBERSHIP STATEMENT

We want your membership experience to be vibrant, dynamic, inspiring and rewarding whilst you are helping to transform the lives of women and girls, and making new friendships and having fun.

We:

1. Are an international Women's voluntary service organisation working to improve the lives of women and girls at a local, national and international level
2. Put Programme Action at the heart of our work, aiming to educate, empower and enable women and girls to reach their own individual and collective potential
3. Believe that any woman may come along and contribute positively to our goals
4. Offer different types of membership and club formats to accommodate the needs of our members
5. Encourage members' participation in activities, which enable them to contribute to society whilst enjoying fun and friendship
6. Are efficient, using technology to inform and keep us informed
7. Are flexible in the way we do club business so we can focus on Programme Action
8. Share best practice in an open and generous manner and develop new skills
9. Are an organisation others seek out as partners

SOROPTIMIST VISION, MISSION, VALUES AND GOALS

Soroptimist Vision

Soroptimist International is committed to a world where women and girls together achieve their individual and collective potential, realise aspirations and have an equal voice in creating strong, peaceful communities worldwide.

Soroptimist Mission

Soroptimists inspire action and create opportunities to transform the lives of women and girls through a global network of members and international partnerships.

Soroptimist Values

- Human Rights for all
- Global peace and international goodwill
- Advancing women's potential
- Integrity and democratic decision making
- Volunteering, diversity and friendship

Soroptimist Goals

1. Soroptimist International will improve the lives and status of women and girls through **education, empowerment or enabling** opportunities.

Educate – giving women and girls better access to learning caring

Empower – caring about women's rights in every corner of the world

Enable – helping other women to have better health care and food security

2. Soroptimist International will be a global voice for increasing access to education and leadership for women and girls.

TOP NINE BENEFITS OF MEMBERSHIP

1. Develop new skills and gain from new experiences.
2. Opportunity to broaden your circle of friends and associates, forging valuable friendships that can last a lifetime.
3. Participate in a global network of friends and clubs, travel opportunities throughout the world and the opportunity to share ideas across the world,
4. Attend events, enjoy meeting and learning about women from different ethnic and cultural backgrounds, and participating in projects that address the needs of women throughout the globe, contributes to world peace and understanding.
5. An opportunity to make a difference, a global voice for women and an international coverage through the United Nations few other organisations have.
6. By challenging your thinking on current social issues and contributing to a wider understanding of international goodwill, you can influence governments locally, nationally and internationally.
7. Explore together many stimulating topics of interest and be a part of achieving and making a difference.
8. Develop an awareness of a wide range of worthwhile issues through our focus on programme action.
9. Members from many different backgrounds and professions can pool their knowledge and skills to contribute to debate and the work of the Club.

Visit all corners of this website and those of our sister clubs and parent organisations to find out more!

S.I.Newcastle upon Tyne

Club Officers 2018 - 2019

Club President	Dame Vera Baird QC
Immediate Past President	Jill Smith
Secretary	Christine Lumsdon Minuter : Cris Young
Treasurer	Pam Turner
Programme Action Officer	Christine Lowthian & Vera Baird (Joint)
Organisation & Development Officer	Vacant
Communications	Lis Graham
Membership Officer and web site	Margaret Ayton
Club Regional Council Representatives	Vera Baird & Patricia Gatherum

Role Specification for Club Officers

For an explanation of the role of club officers please see the New Members Pack in the Members Area of the SIGBI website.

Role Specification for Club Member

Purpose and role

To participate in the activities of the Club in furthering the aims and objects of Soroptimist International.

TEN TASKS

1. Attend and participate in Club meetings and functions, wearing her badge.
2. Pay her annual membership fee on time.
3. Read Club Minutes, Soroptimist News and other relevant literature.
4. Participate in Programme Action activities of her Club.
5. Consider taking office in time.

6. Attend Club and Regional/National Association Annual General Meetings if possible.
7. Attend Regional and Federation Conferences if possible.
8. Get to know the structure and policies of SIGBI over time, and don't be afraid to ask.
9. Recruit prospective members and actively welcome and encourage new members.
10. Promote Soroptimism when the opportunity arises.

OBJECTS OF SOROPTIMISM

- ☐ To maintain high standards in business and other aspects of life
- ☐ To strive for human rights for all people and in particular to advance the status of women
- ☐ To develop a spirit of friendship and unity among Soroptimists of all countries
- ☐ To quicken the spirit of service and human understanding

PROGRAMME ACTION

Members select local, national and international projects to work on as a Club. These projects fit into one of our key Programme Areas:

- ☐ **Economic Empowerment**
- ☐ **Environmental Sustainability**
- ☐ **Food Security and Healthcare**
- ☐ **Learning Opportunities**
- ☐ **Violence and Conflict Resolution**

The Federation Project is the Meru Women's Garden Project. This will run from March 2016 until October 2019, and will help some of the poorest women in Kenya to generate their own incomes and support their families. The club will contribute through fundraising activity. A member of S.I.Newcastle upon Tyne is the Federation Ambassador for this and visited the project in Kenya in April 2018.

On-going International Project: S.I.Kathmandu in Nepal is a relatively new club in an area of the world that is both deprived and the subject of natural disasters such as the earthquakes in 2015. One of their objectives is to bring education to young girls who would otherwise not have a chance of any at all. S.I.Newcastle upon Tyne has sponsored a girl's education with a 5 year pledge of £200 a year and has recently extended this to a further 2 years at the request of the local Soroptimists. Reports on Kabita's progress are received and additional funds were sent for the use of her family following the earthquakes.

Human Trafficking and Sexual exploitation: Our club members support the Northumbria Police in their efforts to eliminate human trafficking, modern day slavery and sexual exploitation. Members create and donate New Start Bags (containing essential new clothing and toiletries) for young women victims who have been rescued. Recently the Police Team have also asked for new bed linen and cheap mobile phones as a way of supporting those women victims who want a method of keeping in touch with police contacts.

In March 2016, Newcastle Soroptimists formed a partnership with 6 other clubs and organised the U.N. GIFT BOX on Human Trafficking and Sexual Exploitation. This was a giant piece of street art that was in Newcastle Central Library for 5 days prior to International Women Day. The GIFT BOX told the stories of young girls and women who had been trafficked for sexual purposes. It drew many visitors who engaged with members on how to identify possible victims and report incidents to the Police.

Programme Action – 2018 - 19

The projects which our club is supporting this year include:

- **The Joseph Cowen Healthcare Centre'** in Byker is the only open access to primary healthcare for homeless people on Tyneside. This has been a club project for many years. Good quality and used clothing is collected and donated as well as toiletries and beverages. The Centre provides GP appointments; access to a Community Psychiatric Nurse; a needle exchange; bathrooms and showers; clothes washing facilities and a sign posting service to meet other needs. Each Christmas club members make up 25 Gift Bags for the homeless women who use this service.
- **Sanitary products for the West End Food Bank:** Funds were allocated to the purchase of sanitary products for women service users at this Food Bank which is one of the busiest in the U.K. Other members make donations in kind. Women and young girls who live at subsistence levels in our communities often do not have the funds to purchase sanitary products. Research shows that young girls are missing school each month if they cannot obtain sanitary protection. This supports the #periodpoverty campaign.
- **"Teddies for tragedy":** Some club members are busy knitters and the provision of knitted teddy bears has been at the request of Northumbria Police who use these soft toys to engage with distressed children when they are called to an incident. Most of the local Police cars now have a teddy in a bag in their car boots to use when needed.
- **Observations in the Specialist Domestic Violence Magistrates Courts,** Several club members took part in this observation project where special attention was made to the representation and presence of the victims. A detailed report form was completed for each case. These reports have now been analysed by the Police and Crime Commissioners Office and a publication with recommendations is expected to be published this summer 2018.

These local projects may be continued or may change from year to year. Currently members are considering the formulation of a project about the issues of women and young girls living in rural communities and the inequalities that they have to bear. This follows the U.N.'s "Commission on the Status of Women" held in New York in March 2018 when the "Challenges and opportunities in promoting gender equality and the empowerment of rural women and girls" was the theme. Our club had a delegate (President Vera) in the Soroptimist delegation.

Advocacy and Lobbying

Members are encouraged to lobby (including on-line) with global and national organisations which promote equal opportunities and enable women and girls, and, organisations working towards ending discrimination, violence and abuse against women and girls. The Programme Action Officer raises members' awareness of current issues and petitions and also lobbies on behalf of club members.

INDUCTION OF A NEW MEMBER

Dear,

We would like to extend a warm welcome to you as a new member of our club, SI Newcastle upon Tyne.

We look forward to working with you in Club activities and Programme Action.

As a new member we will all support your involvement in the Club in order that you develop knowledge of Soroptimism and gain a wider experience of the organisation

NUMBER 63 (FORMERLY KNOWN AS THE SOROPTIMIST RESIDENTIAL CLUB)

Number 63, which is open to everyone, is situated in Bayswater Road in London and offers three star Gold AA rated guest accommodation. The house, which was built in the 1870s, is a listed building overlooking Kensington Gardens and Hyde Park. It is virtually in the heart of London and is an ideal venue to stay whether you are visiting London for business or pleasure. It is owned by shareholders of Number 63 (Soroptimist) Limited all of whom must be Soroptimists and is run and maintained by a Board of seven Directors who must be shareholders. There are also 12 members of staff including a Manager, Deputy Manager, reception staff and domestic staff.

There are 9 single rooms, 5 twin rooms and 1 family room all with en-suite facilities and the room rate includes a substantial breakfast.

The meeting room and dining room are used by a wide variety of organisations for meetings or small conferences. The meeting room has a capacity for 32 people when set up theatre style and a capacity for 24 people in boardroom style. There is also free wi-fi.

Number 63 is a safe, inexpensive and friendly place to stay for everyone. You can book on-line by using the website or by telephone or email.

Number 63 (Soroptimist) Limited 63 Bayswater Road London W2 3PH

Telephone: 020 7723 8575 Fax: 020 7723 1061 Email: info@number63.co.uk

Website: www.number63.co.uk

MEMBERSHIP FEES

Members of a SIGBI (Soroptimist International Great Britain and Ireland) Club, such as SI Newcastle upon Tyne, usually pay fees to the Club, Region/National Association, Network and the Federation.

The Annual Membership Fee for 1st April 2018 – 31st March 2019) is £80.00 payable by cheque to the Club Treasurer. It can also be paid via 10 x monthly direct debit or three post-dated cheques.

The total figure includes a number of elements as outlined in the table below:

Capitation Fee	Payment to SIGBI - Access to members area of SIGBI website, contact with Federation Office, entitlement to attend annual conference	£29.23
S.I Dues	Payment to Soroptimist International	£3.00
SI Magazine	Quarterly magazine	£7.77
Contributions towards the DEG, ERF and BEN	the DEG, ERF and BEN For an explanation of the DEG (Diamond Education Grant), ERF (Emergency Relief Fund) and the BEN (Benevolent Fund) see the Glossary of SI terms in the members pack and on the SIGBI website	£3.00
Total Fee to SIGBI		£43.00
Regional Fee	Includes a payment towards UKPAC (UK Programme Action Committee) of £2.40. See the Glossary of SI terms for an explanation of UKPAC	£5.10
Club Fee	To cover cost of venue hire, stationery and other club expenses	£31.90
Total Fee payable		£80.00

Membership fees for members joining mid-year will be calculated on an individual basis.

SOROPTIMIST INTERNATIONAL NEWCASTLE UPON TYNE
DATES FOR MEETINGS - at 7.0pm to 9.0pm: 2018 – 2019

DATE	VENUE		EVENT or MEETING
Thursday 26 April	Fawn Community Centre		Report back on the Commission on the Status of Women session in New York - Pres.Vera Baird
Tuesday 8th May	Catherine Cookson Room at Jesmond Library	NOTE : NEW VENUE	Programme Action meeting
Tuesday 22 May	Jesmond Library		Report back on the Meru Garden Project in Kenya by Patricia Gatherum.
Tuesday 12 June	Jesmond Library		Programme Action Meeting
Tuesday 26 June	Jesmond Library		Speaker from "Positive Response to Overcoming Problems of Substance Misuse" (P.R.O.P.S.)
Tuesday 10 July	Jesmond Library		Programme Action Meeting with an overview of the Soroptimist organisation.
Tuesday 24 July	Jesmond Library		Speakers from W.A.S.P.I's (Women Against State Pension Inequalities.)

Tuesday 14 August	Jesmond Library		Programme Action meeting and an introduction to MEETUP.
Tuesday 28 August	Not at the Library		Meal out as a summer social.
Tuesday 11 September	Jesmond Library		Programme Action meeting and a report on the UK PAC Study Day in Belfast
Tuesday 25 September	Jesmond Library		Speaker from the West End Refugee Service.
Tuesday 9 October	Jesmond Library		Programme Action Meeting
Tuesday 23 October	Jesmond Library		My Job talks from members.
Sat. 10 November	Centre for Life in Newcastle		81st Annual Charter Lunch and celebration of the 100 years of Women's Suffrage.
Tuesday 13 November	Jesmond Library		Christmas Gift Bag packing for the 25 homeless women at the Joseph Cowen Healthcare Centre.
Tuesday 27 November	Jesmond Library		Conference reports and plans for next year.
Tuesday 11 December	Not at the Library		Christmas meal out: TBC

Tuesday 22 January 2019	Jesmond Library		Club meeting
Tuesday 26 February 2019	Jesmond Library		Club meeting and planning for next club year.
Tuesday 26 March 2019	Jesmond Library		Club meeting
Tuesday 9th April 2019	Jesmond Library		Club's 82nd Annual General Meeting

GLOSSARY OF SOROPTIMIST TERMS

This glossary gives brief definitions for terms and acronyms commonly used by Soroptimists. In this document 'the Federation' refers to the Federation of Great Britain and Ireland (SIGBI) Ltd. Much more detailed information can be found by referring to the members area of the Federation's website, where its governing documents, Club, National Association, Network and Region constitutions can be found, together with Role Specifications for all Club, National Association, Network, Region and Federation roles. An expanded version of this glossary can also be found there.

'63' The Soroptimist Residential Club, 63 Bayswater Road, London provides comfortable accommodation for members, family and friends, visiting London for business or pleasure. It is a separate company not owned by the Federation.

Assistant Programme Director (APD) There is an APD for each of the programme (project) areas, she is the centre of information for her programme area in the Federation. She answers questions, suggests courses of action, channels causes for concern both "up" and "down" and collects and collates information from Programme Focus Reports.

Awareness, Advocacy and Action This is Soroptimist International's approach to its Programme Action work. Be aware of a problem, get all the facts to know that it exists, think carefully as to how the problem can be tackled to alleviate it -and then take ACTION!

Benevolent Fund A Federation Charity established in 1942 to help Soroptimists (or ex Soroptimists) who find themselves in financial difficulties.

Capitation Fee This is the amount that is levied by Federation (SIGBI) to contribute to its administration costs and a contribution to the running costs of SI – our international organisation. Added to this, is the Benevolent Fund levy (UK and Republic of Ireland members only), SI levy and magazine levy. In addition, UK Clubs pay public liability insurance and fees to the Region. Clubs in the Republic of Ireland and AACM countries do not pay public liability insurance or Benevolent Fund contributions. Clubs within a National Association or Network may contribute to its running costs.

CEDAW Committee on the Elimination of Discrimination against Women -report adopted by UN in 1979; ratified by U.K. in 1986. It deals with nationality, more women into public life, differences in superannuation systems between the sexes, the availability of child-care facilities, assistance available to women carers, separate taxation for women, elimination of sex stereotyping in schools etc.

Diamond Education Grant The Diamond Education Grant is a registered charity and was established from funds raised by the membership during 1968/1970 (to celebrate the Golden Jubilee of Soroptimist International), to assist women in advancing their education. The name of the charity was changed in 2010.

ECOSOC ECONomic and SOCial Council of the United Nations system. ECOSOC recognises 500 non-governmental organisations (NGOs) throughout the world and gives General Consultative Status (formerly called Category 1 status) to a small proportion, of which SI is one. SI was the first women's service organisation to attain this status. The status has to be reviewed every 4 years and depends on the reported work which SI does internationally. SIGBI has level 2 status.

Emergency Relief Fund A charitable fund of the Federation. Donations are made to major disaster areas, normally through our partner organisations.

Equalities and Human Rights Commission The Equal Opportunities Commission was replaced by Equalities and Human Rights Commission in 2006. Established under the Equality Act 2006, the Equalities and Human Rights Commission has a vision of a society built on fairness and respect with people confident in all aspects of their diversity. The EHRC has offices in London, Manchester, Cardiff and Glasgow.

Federations Soroptimist international has four member Federations: SI of the Americas (SIA) SI Europe (SIE) SI Great Britain and Ireland (SIGBI) Ltd SI South West Pacific (SISWP) Our Federation includes not only Great Britain and Ireland but other countries from Africa, Asia the Caribbean and Malta (AACM Countries).

Federation Conference. Held annually, this is a meeting of all the Clubs within a Federation. The venue changes each year. This is an opportunity for you to meet Soroptimists from around 26 countries, discuss resolutions, make policy and contribute through discussion workshops and so you can begin to understand the international scope of our organisation. Attending Conference is the best way to understand the work of the whole organisation and extend your horizon outside the perimeter of your own Club.

Federation Consultative Council (FCC) This consists of one elected Councillor from every Region, National Association and Country in the Federation. Councillors are consulted on matters of principle and policy and are the chief means of two way consultation between the Federation and Regions, National Associations and Networks.

Federation Management Board (FMB). Meets four times a year and manages the Federation on a day to day basis. It consists of the Federation Officers, and elected Committee Directors and three Directors without Portfolio.

Federation Office The Headquarters Office for our Federation (SIGBI) is in Stockport, Cheshire. This office should not be confused with the Soroptimist International Headquarters Office, which is based in Cambridge.

Federation Programme Action Committee (FPAC). Federation Programme Action Committee consists of the Programme Action Officers for every country in the Federation and the Programme Director, Assistant Programme Directors and meets once a year before conference. It promotes SI's Programme Focus and programme work throughout the Federation. Federation President The Federation President takes office at the time of the SIGBI Annual Conference in October/November.

Friendship Link Each Club may have one or more Friendship Links. The Club takes responsibility to write to another Club (usually overseas, but not always) to keep them up to date with Club activities, and to share projects, news and enthusiasms throughout the year. When you become a Soroptimist you automatically receive a hand of friendship from any Soroptimist in the world. Wherever you travel you will nearly always find a Club who would be glad to welcome you to their meetings. The strength of SI is in its International connections - through email and the Internet you can communicate with Clubs around the world and be part of this International dimension.

International Board The SI International Board Members are the International Officers, the International Programme Director and the President, President Elect and Immediate Past President of each of the four Federations. It is responsible for revising and the SI Strategic Plan and ensuring that it is implemented.

International Convention. This takes place every four years, and the venue changes each time. At the SI Board meeting prior to the convention; the work that has been carried out in the previous four years is reviewed. New programme focus areas are agreed and decisions made that affect our International organisation.

International President (IP) The IP represents the whole of Soroptimist International. Her term of office is two years, and each successive IP is selected from a different Federation. Therefore, the IP comes from SIGBI every 8 years.

IPP Immediate Past President.

Memorial Fund A charitable fund of SIGBI, used to assist Soroptimists, who are first-time attendees at Conference, to pay their travel expenses. A per diem is also given to aid accommodation expenses.

National Association Countries in SIGBI, which are outside the UK, and which have five Clubs or more, may form a National Association. They have the same status as UK Regions, and have Officers, including a National Association President.

NAWO National Alliance of Women's Organisations in UK and Northern Ireland. Members of this Organisation can now be represented in the European Women's Lobby. As from November 4th NAWO moved to the Women's Resource Centre:

NCVO National Council of Voluntary Organisations, of which SIGBI is a member.

NGO Non-Governmental Organisation. (Organisations which have aims and objects which coincide with one or more of the programmes of the UN).

Network A Network consists of a geographic area which includes National Associations and Countries with one or more Clubs. Currently, there are currently two Networks—the Caribbean Network and the Southern Africa Network.

Objects of Soroptimism These have traditionally been read at the start of Soroptimist meetings and conferences. More recently, the Mission, and Vision have been read. Members usually stand when these are being read.

President Elect The member who will be taking office as President at the start the next Federation or Club year.

Programme Action (PA) Programme Action is the name we use to describe the work we do at local, national and international levels and includes all the activities of SI designed to give service to the local, regional, national or international community. Programme Action is why we exist.

Programme Director The Federation Programme Director oversees the Programme Action work of the Federation, co-ordinating the activity of the Assistant Programme Directors and communicating between Federation and Soroptimist International.

Programme Focus The outline of topics on which SI is currently working. At present this is divided into 5 areas, Economic Empowerment, Environmental Sustainability, Food Security and Health Care, Learning Opportunities and Violence and Conflict Resolution. SIGBI has also created a position for ECOSOC, to retain SIGBI's Special Consultative Status at the UN. The Programme Focus is reviewed at the SI Convention every four years.

Programme Focus Reporting Database Clubs report their activities in the Programme areas, describing each project, the objectives, and achievements made and lessons learnt. This database can then be used to search for activities by Programme Objective, Club, and Country etc. In this way, a picture builds up of the work being done which is vitally important to assess the progress we are making and enable effective marketing of the organisation to prospective members. It also enables lobbying and maintains our status at the United Nations.

Programme Related Statements These are policy statements which set out the agreed Soroptimist International view on specific topics (e.g. the rights of the child). The statements are drawn together into a publication available from SI website, called "Where We Stand".

Region Clubs in the UK are grouped into Regions, which have their own Officers, including a President, who oversee the work of the Clubs in that Region. Regional meetings are held, at which all Clubs should be represented.

Region Council Members Each Club elects a Regional Member and a Proxy to that representative. They attend and represent the Club at Regional Council meetings and are empowered to vote on the Club's behalf. They report Regional activity and actions required back to the Club.

SI Soroptimist International. This organisation was formed in Oakland California in 1921.

SIA Soroptimist International of the Americas.

SIE Soroptimist International of Europe.

SIGBI Soroptimist International Great Britain and Ireland (SIGBI) Ltd.

SISWP Soroptimist International of South West Pacific

Soroptimist News This is the Federation Magazine, posted directly to members and also available on the SIGBI website.

Study Days. There is a UK PAC study day every two years on a particular topic that is always worth attending. Regional study days run by the Regional PAC are usually incorporated into one of the Regional Council meeting days.

UK PAC The United Kingdom Programme Action Committee sets policy and implements Programme Action activity for Clubs and Regions in the UK, and is particularly well-placed to lobby UK government about current issues.

UN United Nations

UNICEF United Nations Children's Fund, whose chief work is in development programmes in numerous countries all over the world.

UNIFEM See Un Women

UN Status. Soroptimist International holds General Consultative Status (Category 1) with ECOSOC and SIGBI holds Special Consultative Status (Category 2). SI and SIGBI have representation at UN centres in New York, Paris, Geneva, Vienna and Rome with UN agencies which have granted the organisation recognised status as an international Non-Governmental Organisation (NGO). It is also recognised by the Food and Agricultural Organisation (FAO).

UN Women In July 2010, the United Nations General Assembly created UN Women, the United Nations Entity for Gender Equality and the Empowerment of Women. In doing so, UN Member States took an historic step in accelerating the Organization's goals on gender equality and the empowerment of women. The creation of UN Women came about as part of the UN reform agenda, bringing together resources and mandates for greater impact. It merges and builds on the important work of four previously distinct parts of the UN system, which focused exclusively on gender equality and women's empowerment: Division for the Advancement of Women (DAW) International Research and Training Institute for the Advancement of Women (INSTRAW) Office of the Special Adviser on Gender Issues and Advancement of Women (OSAGI) United Nations Development Fund for Women (UNIFEM).

The main roles of UN Women are:

- To support inter-governmental bodies, such as the Commission on the Status of Women, in their formulation of policies, global standards and norms
- To help Member States to implement these standards, standing ready to provide suitable technical and financial support to those countries that request it, and to forge effective partnerships with civil society.
- To hold the UN system accountable for its own commitments on gender equality, including regular monitoring of system-wide progress.

See more at: www.unwomen.org/

Vice President. The member who will normally stand as President Elect during the next year.

Websites There are Websites for SI and each Federation. Many regions and Clubs have their own websites, which are available from their Federation's website. Below is a link of Soroptimist Federation Websites, and related Websites:

Soroptimist International Soroptimist International of the Americas Soroptimist International of Europe Soroptimist International Great Britain and Ireland (SIGBI) Limited Soroptimist International of the South West Pacific UK Programme Action Committee Number 63, Bayswater Road, London NCVO (National Council for Voluntary Organisation) (SIGBI is a member of this Organisation) Plan International Save the Children Trade Justice Movement United Nations (UN) The UN Millennium Development Goals UN Economic and Social Council (ECOSOC) UN Development Fund for Women (UNIFEM) UNICEF UK UN Development Fund for Women in the United Kingdom (UNIFEM UK) UN Environment Programme (UNEP) Women's National Commission Amnesty International WaterAid Fairtrade Foundation Landmine Action Campaign The National Memorial Arboretum

Where We Stand A publication of Programme Related Statements available from SI Headquarters at Cambridge, giving the official SI standpoint on a number of topics. It is available electronically on the SI Website and the SIGBI Website.

Note of Acknowledgement The explanations above are based on a glossary produced in 1992 by Sue Greener of SI Tunbridge Wells. It also incorporates some definitions provided by SI Southern England with amendments made in 2015 by members of the Federation Management Board. This will be maintained on the members section of the SIGBI website. N.B. This glossary is an edited version of the glossary on the SIGBI website.

SOROPTIMIST STRUCTURES

SOROPTIMIST INTERNATIONAL: www.soroptimistinternational.org

Founded in 1921 in California. SI is now a Company Limited by Guarantee with 4 members which are the 4 Federations (SIGBI; SI of the Americas; SI of Europe and SI of South West Pacific). The company name is **Soroptimist International LTD.**

SI Ltd has 11 Directors comprising of:

SI President; SI Treasurer; SI Director of Advocacy and 2 Directors from each Federation (8) making a total of 11. The Directors serve for a 2 year term with the possibility to be elected for a further 2 year term.

Note the operating year of the Company, and therefore the biennium's, run from 1st January to 31st December. The Board meetings comprise of 3 electronic meetings and one face-to-face per annum. (no change there since 2013). Observers can be allocated places to attend the annual face-to-face Board meeting.

SI Ltd employ 4 members of staff at their office HQ in Cambridge, U.K:

Global Executive Director; Communications Manager; Advocacy Manager; Executive Assistant.

There are 19 UN representatives across 6 UN Centres. SI align their work to the UN Sustainable Goals with particular reference to Education; Gender Equality and Water.

S.I. has a Convention every 4 years: next is Kuala Lumpur July 2019.

SI President serves 2 years in office (Currently Mariet Verttoef-Cohen of SI Europe).

Her President's Appeal is 'Women, Water and Leadership'. The President's role rotates around the 4 Federations. Next is the Americas and SIGBI is due to select an International President after that.

Monthly magazine available on-line. 80,000 members in 124 Countries.

Each member currently pays £3 a year to S.I. (through the SIGBI total Annual Subscription) and from April 2019 this will rise to £5 (the first increase for 21 years).

FEDERATIONS:

SI Great Britain and Ireland (SIGBI)

SI Americas :

SI Europe :

SI South West Pacific.

The African Federation is in advanced planning (a combination of clubs who currently belong to either SIGBI or the European Federations.) - to make 5 Federations.

SI GREAT BRITAIN AND IRELAND : www.sigbi.org

Office HQ in Stockport, UK. Has an Annual Conference and General Members Meeting - usually in the last week of October (half term week - Thursday eve to Saturday eve)

President serves for 1 year in office (Currently Susan Biggs)

8,000 members in 350 clubs in 27 Regions or National Associations and in 28 Countries.

Quarterly printed colour magazine with Federation/club news.

In 2018 the total fee due to SIGBI by each member was £43.00 and this was made up of Capitation fee £29.23: S.I. £3.00: Magazine £7.77: ERF/DEF/Ben £3.00

FEDERATION MANAGEMENT BOARD: PLUS FEDERATION CONSULTATIVE COUNCIL

12 plus Executive Officer Gina Coad:

President and Immediate Past President

President Elect and Vice President

Directors of Communications; Finance;

Membership; Organisation & Development

Programme Director and her Team of

6 Assistant Directors for Advocacy;

Economic Empowerment; Education;

Environmental Sustainability;

Food Security and Health care;

Violence and conflict resolution.

40 Consultative Councillors -

one from each Region or National Association.

Work through teleconferencing

Plus Federation Ambassador for

Meru Garden Project

Meets 3 times per year plus teleconferencing.

ALL posts are elected by the members of clubs. Role specifications and terms of office on the SIGBI web site. All SIGBI Officers take up their office at the General Meeting during the annual Conference (late October).

Also members are elected to form the committees of the 3 Charities run by SIGBI;

- Benevolent Fund;
- Diamond Education Grant Fund
- Emergency Relief Fund.

SIGBI members have recently successfully voted to change the Articles of Association of SIGBI so that Charitable status can be applied for.

REGION OF NORTHERN ENGLAND: (1 of 17 UK Regions)

<https://sigbi.org/northern-england>

Formed from 12 clubs who each elect up to 2 Regional Council Representatives to serve on the SI Northern Region Council. (Carlisle; Cockermouth; Darlington; Durham; Middlesbrough; Newcastle upon Tyne; Penrith; South Shields; Stockton; Sunderland; Tynedale ; Tynemouth/Whitley Bay.)

All Regional Officers are elected by club members - role specification and terms of office on the SIGBI web site. The Region's year also runs from late October so the elected

officers change at SIGBI's Annual Meeting date. There is a levy on clubs in the region to provide a budget to run the Region's business (currently £2.50 per member).

President usually serves for 1 year (Currently Linda Johnson) also President Elect; Vice President; Immediate Past President; Secretary; Treasurer; Membership; Communications; Organisation & Development;

- also a Regional Ambassador for the SIGBI Project (Meru Garden);
- Regional Representative on the SIGBI Benevolent Fund Committee.
- Regional Programme Action Chair who also serves on the UK Programme Action Committee who meet 3 times a year nationally. The Federation P.A. Committee only meets once a year at the annual Conference.

The Region of Northern England currently meets 3 times a year (November; March and September) with the President arranging a special event in June (Conference or Meal with speaker etc.). All club members are welcome to attend (usually between 60 and 80 members) to hear reports from the Regional Officers (previously

circulated by email) and to discuss any business affecting clubs. Sometimes a visiting speaker such as the Federation President.

The afternoon session is the Programme Action session and is chaired by the Regional Programme Action Chair. Current arrangements are that clubs take it in turns to be the 'hostess' for the meeting, they provide a presentation of their club's work and also provide or suggest a speaker on a Soroptimist related topic.

CLUBS : S.I.Newcastle upon Tyne: www.sigbi.org/newcastle-upon-tyne

Each club is autonomous. S.I. Newcastle upon Tyne was chartered in 1937 and was the first in the Northern England Region.

The Club year runs from 1st April for 12 months. The Annual General Meeting is usually held on the first meeting in April where elections are held for the Club Officers.

The President (usually) serves for 1 year. There are also posts for Immediate Past President; President Elect; Vice President; Treasurer; Secretary; Membership; Communications; Organisation & Development; and Programme Action. There are also up to two members who are Regional Council Representatives.

The Club has an agreed and adopted programme of topics and work which is organised with speakers, discussions and activity sessions throughout the year.

Some clubs are now having increased difficulty electing officers or are developing job-share roles for some posts. It is only regarded as essential to have a secretary (to receive and reply to correspondence etc.); a treasurer (to keep accounts of the club's finances); a Programme Action officer (to oversee a programme of Soroptimist related activities) and a Regional Council Representative.

The Club budget is set by a Finance sub-group of members and is added to the SIGBI

Regional and other levies to arrive at a total club membership fee which is payable on 1st April each year.

SOROPTIMIST ACTIVITIES: PROGRAMME ACTION

SOROPTIMIST INTERNATIONAL: www.soroptimistinternational.org

The P.A. Goals and Objectives for 2015 - 2019 have been set by S.I.

Goal 1: Soroptimist International will be a global voice for women and girls.

Objectives:

- Increase Soroptimist advocacy at the global level.
- Increase the international visibility and profile of S.I.

Note: only S.I. reports work done under this Goal 1.

Goal 2: The Soroptimist Federations will be linked in their efforts to improve the lives of women and girls through **education, empowerment, and enabling opportunities**

The focus for Goal 2 will be projects in the areas of:

- Education
- Elimination of violence
- Economic empowerment
- Food security
- Healthcare
- Environmental sustainability/water and sanitation
- Conflict resolution/peace promotion
- Disaster mitigation and relief

Advocacy work is included in each of these topics.

There are S.I. Position Statements available on a range of subjects and these can be quoted when lobbying or submitting evidence.

S.I. has Category 1 (General Consultative) Status at the United Nations with ECOSOC: (Economic and Social Council). In order to retain this status, clubs are requested (and expected) to report their Programme Action activities on the International Programme Database (a full instruction manual is available). Without evidence of our work, no measure can be made of the impact of our work to improve the lives of women and girls globally.

In September 2015, the United Nations General Assembly adopted the 2030 Agenda for Sustainable Development that includes 17 Sustainable Development Goals (SDG's).

These SDG's are:

- | | |
|--|--|
| 1. No poverty | 10. Reduce inequality |
| 2. Zero hunger | 11. Sustainable cities & communities |
| 3. Good health & wellbeing | 12. Responsible consumption & production |
| 4. Quality Education* | 13. Climate Action |
| 5. Gender Equality * | 14. Life below water |
| 6. Clean water & sanitation * | 15. Life on land |
| 7. Affordable & clean energy | 16. Peace & Justice Strong Institutions |
| 8. Decent work & economic growth | 17. Partnerships to achieve the Goal. |
| 9. Industry, innovation & infrastructure | |

* indicates Goals aligned to S.I. activities.

Many Soroptimist Clubs plan events or otherwise mark the special U.N. days.

e.g.: 8th March International Women's Day

22nd March World Water Day

25th November Elimination of Violence against Women

SIGBI: www.sigbi.org

The Federation Board has a Programme Director (Barbara Dixon) and her 6 Assistant Programme Directors who initiate and support P.A. activity within the Regions and Clubs.

(See previous notes on SIGBI Federation Management Board). They follow the Goals and Objectives set out by S.I. for a 4 year period.

There has been a Federation Project for many years. Each lasting about 3 years and the Meru Garden Project in Kenya is the latest which will finish in October 2019. The next Federation Project will be chosen at the SIGBI Liverpool Conference in October 2018.

After shortlisting the projects, information is circulated to Clubs to allow discussion and decisions of support to be made.

In 2013 the United Nations awarded SIGBI Category 2 (Special Consultative Status) with ECOSOC (Economic and Social Council). This allows SIGBI to actively engage with ECOSOC and its subsidiaries, as well as with the U.N. Secretariat,

programmes, funds and agencies. Evidence of its P.A. activities are vital to retaining this status.

SIGBI sends a delegation to the annual U.N.' Commission on the Status of Women' which is held each March in New York. There is a theme for each Commission meeting and in 2018 this was "Challenges and Opportunities in achieving gender equality and the empowerment of rural women and girls".

UK PROGRAMME ACTION COMMITTEE: <https://sigbi.org/ukpac>

This Committee consists of 17 P.A. Chairs from the Regions in the UK. They meet 3 times a year (usually November, March and July). A Newsletter is published on line after every meeting and a national Study Day is held every 2 years. The Committee lobby and submit written questions to the UK Parliament. To meet the costs of running the UK PAC, a £3.50 levy is paid by each member.

Their current work is focused on Violence Against Women with 6 main issues:

- Female Genital Mutilation (FGM)
- Trafficking
- Reducing Women's Imprisonment
- Elder Abuse
- Forced Marriage and 'Honour' killing
- Domestic Abuse

The Federation Programme Action Committee meets once a year at SIGBI Conference.

REGION OF NORTHERN ENGLAND: <https://sigbi.org/northern-england>

The afternoon sessions of Regional meetings are about P.A. Activities. There is usually a speaker on a Soroptimist topic and an opportunity for Clubs to update others about their current work. From this sharing of ideas, some useful Joint Working between Clubs can develop (such as the 7 Clubs who came together to host the UN GIFT BOX on Human Trafficking and Sexual Exploitation in March 2016 in Newcastle's Central Library). There has not been a Regional Project for many years.

The Regional P.A. Chair is a member of the UK PA Committee and prepares Regional reports for this based on Club reports of their activities.

The Region also awards special recognition of an individual Club's P.A. activities in its annual "Reaching for the Skies" award made each September at the Regional A.G.M.

CLUB:

Each Club has a Programme Action Officer who reaches agreement with club members about the programme of activities for the year ahead. Some clubs have a Programme Action sub-group of active members. The Club P.A. Officer also reports to the Regional P.A. Chair and completes the on-line International Database of activities.

CML July 2018

CLUB DEVELOPMENT PLAN FOR S.I. NEWCASTLE UPON TYNE (revised Summer 2016)

MISSION STATEMENT:

To inspire, encourage and support all members in the club in the work of Soroptimist International.

GOALS:

- To increase membership.
- To promote and develop Programme Action.
- To promote and develop the financial stability of the Club.
- To promote awareness of the work of Soroptimist International throughout the City.
- To collaborate in the dissemination of good practice.

STRATEGY:

ACTION TO ACHIEVE	RESULTS	RESPONSIBILITY	WHEN can these ideas be realistically put into action?	HOW will you determine they have been achieved?
Maintain and grow the Club's membership.	<p>Take every opportunity to publicise the work of the Club in order to attract potential members.</p> <p>Members to be encouraged to engage at Regional level by attending or receiving reports from Regional Membership 'Think Tanks' and inter club visits.</p>	<p>All members working with the Club Membership Officer.</p> <p>Membership Officer.</p>	<p>Constant awareness of the need for additional members to utilise every opportunity.</p> <p>Ongoing as regional membership events are promoted.</p>	<p>By rising Club membership and annual reports in April each year.</p> <p>By the discussion and introduction of ideas from other clubs.</p>

ACTION TO ACHIEVE	RESULTS	RESPONSIBILITY	WHEN can these ideas be realistically put into action?	HOW will you determine they have been achieved?
Review financial policies of the Club to ensure visibility in accounting.	<p>Review financial policies in line with SIGBI policies.</p> <p>The Treasurer to confirm by written report the contents of the Club Budget as well as regular Balance reports. The club budget to make clear the funding of the President/Voting Delegate's expenses when representing the Club.</p>	Treasurer; President; President Elect.	<p>Ongoing.</p> <p>At the time of the Budget setting exercise in January each year as the annual club subscription is agreed. Balances to be reported at regular intervals.</p>	Review yearly.
Club will submit an updated Membership list and Subscriptions to Federation Office and Region by the due date.	Club Treasurer and Club Secretary to report information to Club AGM.	Treasurer and Secretary	On going	Review yearly.
Club to actively engage in projects which benefit women and children according to Soroptimist principles including donations to projects or charities.	Members engaging in Soroptimist activities not only in our Club but by inter-Club activity and at Regional level.	PA Officer.	Ongoing.	Review yearly.

ACTION TO ACHIEVE	RESULTS	RESPONSIBILITY	WHEN can these ideas be realistically put into action?	HOW will you determine they have been achieved?
Club to complete Programme Focus Forms on line.	<p>The activities of the Club are acknowledged and recorded to support our work at the United Nations and other Agencies.</p> <p>A quarterly report to the Club on these submitted forms to include time for impact evaluation and for reflection.</p>	<p>PA Officer</p> <p>PA Officer</p>	<p>On going</p> <p>On going</p>	<p>Review yearly.</p> <p>Review yearly.</p>
To maintain and update the Club web-site and to promote the work of the Club using a range of methods.	<p>Club to send in details of events and items for the Regional web-site.</p> <p>List and report on Club Friendship Links and common interests.</p> <p>Achieve regular Press releases in the City and professional publications promoting the work of the club.</p>	Membership and Communications Officer.	Ongoing.	Review yearly.

ACTION TO ACHIEVE	RESULTS	RESPONSIBILITY	WHEN can these ideas be realistically put into action?	HOW will you determine they have been achieved?
<p>The Club to review the planning of any event(s) to celebrate the Chartering of the Club in November 1937.</p> <p>Special consideration to be made for our 80th year in November 2017 and agreed ideas for the following years.</p>	Planning Group to be established and accounts held by the Treasurer.	President, Treasurer.	Ongoing.	Review yearly.

DELIVERY:

The Club Strategy will be delivered through the Club Annual Programme and by opportunities to work with other clubs. It will be reviewed through Club Officers reports to the Annual General Meeting.

REVIEW:

This Club Strategy will be reviewed in April 2018 - after the Club AGM.