

# Jubilee Scotland Campaign Co-ordinating Group



## Role and Responsibilities of Members

The Campaign Co-ordinating Group (CCG) is the voluntary management group for Jubilee Scotland. Its responsibility is: to develop the Jubilee debt campaign in Scotland; to evolve the campaign as the global situation changes; and to identify opportunities to prosecute that campaign in Scotland.

To this end, the CCG does the following:

- guides and supports the Jubilee Scotland office staff;
- provides information and contacts to the staff and other members of the CCG such that the debt campaign proceeds effectively;
- passes on information and campaigning opportunities from Jubilee Scotland to other organisations and networks.

CCG members do not have to be experts in the global debt crisis. What is needed is a passionate desire to learn more about that crisis, a desire to see justice done and positive experience that can be brought to the campaign. This could be, but is not limited to: contacts with other networks and organisations; resources such as finance or support in kind; professional skills and experience, etc.

The CCG meets in office hours, four or five times a year, in either Edinburgh or Glasgow (consideration would be given to shifting the location of the meeting to suit the membership).

The formal description of the CCG, taken from the Articles of Association, is given below for reference.

- (a) The CCG shall consist of eighteen affiliated members of whom no more than twelve shall be incorporated organisations and up to six further members, as approved by the directors.
- (b) Each year they shall from within their number elect by a show of hands at their first meeting, which shall be not more than four weeks from the Annual General Meeting, a convenor, two vice convenors, an honorary treasurer and honorary secretary. The CCG may at any time remove any office bearer from that office and make all necessary appointments to fill any vacancy howsoever and wheresoever arising. A director shall be eligible to hold office as an office bearer.
- (c) Office bearers of the CCG shall hold office for the period of one year, and shall be eligible for re-election annually.
- (d) The CCG shall meet at least three times a year.

In addition to any powers which may be delegated in accordance with Articles 90 to 92 the CCG shall be responsible for carrying out the objectives of the Organisation and shall:

- (i) appoint and employ a campaign co-ordinator;
- (ii) co-opt advisers and set up and supervise smaller working parties as may be required;
- (iii) be responsible for all employees of the Organisation, providing support where appropriate;
- (iv) prepare a report summarising its progress to the AGM.
- (v) Work with any association, unincorporated or other incorporated body having objects altogether or in part similar to those of the Organisation, together with the wider public, through the affiliated members and by issuing newsletters.