

CONSTITUTION OF THE NATIONAL ASSOCIATION OF LANGUAGE ADVISERS

Amended at AGM 2022

1 Title

The Association shall be called the National Association of Language Advisers, referred to as “the Association” or “NALA”.

2 Aims and Purposes

2.1 Statement of Values

The members of NALA share common ideals about the importance of education, in particular the learning of languages for all individuals and for society at large, and a belief that standards and quality in education can be improved through advice, support, training and inspection.

They believe that, by maintaining consistently high professional standards amongst its members, NALA can make a positive contribution to better educational practice.

2.2 Mission Statement

NALA aims to ensure, through association and co-operation within the UK and through international links, that advice, support, training and inspection make an effective contribution to the learning and teaching of languages in education in the UK.

2.3 Core Purposes Statement

NALA aims, through association, to assist its members in their work of improving the educational experience of all learners of languages by offering:

- information
- training and development
- a contact network
- a means of influencing policy

3 Membership

NALA shall have four types of individual membership:

- ordinary members
- concessionary members (reduction at a concessionary rate on application and at the discretion of the executive committee)
- honorary members
- a President

4 Subscriptions

There shall be an annual subscription, the rate for which shall be determined by the Annual General Meeting, as part of its approval of Standing Orders.

5 Committee

5.1 The business of the Association shall be conducted by a national Executive Committee on behalf of the members. The Committee may delegate any of its functions to one or more of its members.

5.2 The national Executive Committee of NALA shall consist of the following Officers:

President
Chair
Secretary
Treasurer
Communications Officer
National Language Convenors
Co-opted Members
Invited (non-voting) observers

5.3 The Officers shall be chosen by election at Annual General Meetings according to the Standing Orders in operation at the time. **Officers shall remain in office in the first instance for a period of two years as from elections beginning at AGM July 2014.**

5.4 The post of President shall be filled on the recommendation of the national Executive Committee, and subject to the approval of the AGM, for a period of three years in the first instance. The President shall be an ex-officio member of the Executive Committee.

5.5 Any vacancy occurring on the Executive Committee during its period of office may be filled, at its discretion, pending the election of a replacement at the next AGM. The elected representative shall serve only for the remaining time in office of the person being replaced.

5.6 The Executive Committee shall have the power to co-opt, at its discretion.

6 Annual General Meeting

6.1 The Association shall hold an Annual General Meeting, notification of which shall be sent to all members at least four weeks before the date of that meeting.

6.2 The agenda for the AGM shall include:

- reports from officers
- presentation of the annual certified accounts
- appointment of an accountant to certify the accounts
- presentation of Standing Orders for the following year
- election to membership of the national Executive Committee

6.3 Only ordinary members and retired members shall have the right to vote at the AGM.

7 Standing Orders

7.1 The Committee shall submit, for the approval of each AGM, a recommended set of Standing Orders. These may be amended by a majority of ordinary members present and voting at the Annual General Meeting.

7.2 Once approved, the Standing Orders shall take effect from the close of business of that meeting and remain in force until the close of business of the following year's Annual General Meeting.

7.3 The Committee shall have the power to suspend Standing Orders at any time in order to enable it to fulfil the purposes of the Association as set down in the Constitution. Any such suspension shall be notified to all members within ten days and reported to the next Annual General Meeting.

8 Amendment of the Constitution

This Constitution may be amended by the majority of those present and voting at the Annual General Meeting, provided that any proposal to amend the Constitution be submitted in writing to the Secretary at least four weeks before the AGM. The Secretary shall publish proposed amendments at least four weeks before the AGM.

Standing Orders of the National Association of Language Advisers **Approved at AGM 2015***

1 Membership Eligibility

1.1 Admission to membership shall be subject to the approval of the national Executive Committee of NALA within the aim of sustaining the central purposes of the Association.

1.2 NALA will consider application for **ORDINARY MEMBERSHIP** from those who provide impartial advice or support or training or inspection for the learning and teaching of languages across a range of educational institutions and for those working within them.

1.3 NALA may offer **HONORARY MEMBERSHIP** to colleagues whose status does not meet the criteria for ordinary membership but whose work in the field of language teaching or whose services to NALA the association wishes to recognise. Proposals for honorary membership may be submitted by any member to the national Executive Committee; any recommendation agreed by the Committee shall be submitted to the AGM for approval. Honorary Membership may be offered for a period of three years, renewable by agreement of the Executive Committee.

2 Election to Executive Committee

2.1 Membership of the National Executive will be in the first instance by a process of nominating and seconding at AGM. Any potential Executive officer must have expressed a willingness to serve.

2.2 If more than one member is nominated for any given office, a ballot shall be held among those present at AGM.

3 Subscriptions*

3.1 The subscription to NALA from **2018** for ordinary members shall be **£65**;

3.2 There shall be no NALA membership charge for honorary members or for the President, although such members are invited to make a voluntary contribution to the Association at a rate deemed appropriate by the individual member. Honorary members are normally expected to pay appropriate fees for conferences, etc.

3.3 The subscription shall be for the annual period 1 September to 31 August. Payment falls due at the start of each annual period (ie 1 Sept.)

3.4 Members shall be requested to pay their subscription by annual standing order from a bank.