

About AC Forum

AC Forum is the only association established exclusively for and by associations. Members are international and regional, self-managed, not-for-profit associations. Through peer-to-peer sharing of good practice and expanding thinking, in a confidential environment, free of commercial influences, members are engaged to exchange knowledge to advance association leadership and congress management.

AC Forum aims to be the recognised global leader for associations driving innovation and excellence in leadership for impact and AC Forum is highly sought-after for thought leadership and good practice.

The most highly valued benefit of membership is the honest and open exchange between members.

It is immeasurably beneficial for associations to learn from each other, and truly rare that they feel at ease sharing privileged information, which makes it all the more remarkable that our member organisations are comfortable and secure in the confidential environment of AC Forum.

Our Mission and Vision

Our Mission: To be the pre-eminent platform for international associations, supporting a dynamic community and inspiring innovation and excellence in leadership and impact.

Our Vision: Associations as driving forces of societal progress, envisioning and crafting a progressive future.

Our Values

Community Inclusivity Collaboration Integrity Accountability

How We Create Value

We build trusting and supportive relationships.

We create safe spaces for honest discussions.

We are respectful and reflective.

We embrace and integrate equity, diversity, and inclusion in all that we do.

We are a connected, engaged community where every member is valued.

We recognise and support the needs of different segments.

We are open to collaborations and the benefits of working with others.

We facilitate connections and recognise the impact built from these.

We are transparent and responsible for our actions.

We encourage and respond to feedback.

We model good governance and business excellence.

Our Purposes & Goals

- To deliver valuable, meaningful education, utilising the expertise from among our members and from external experts to deliver quality, cost-effective, needs-led education that supports association management and innovation.
- To lead the way for associations driving innovation and excellence in leadership for impact.
- To provide members with a variety of opportunities to network and exchange experiences in environments that are confidential, trusting and free from commercial influence.
- To serve as a platform for communication and networking amongst association staff in relation to association management and related activities.
- To enable the exchange of information between members.
- To increase the level of professionalism, in-house knowledge, and expertise available within associations and for association staff in association management.
- To contribute and work towards better organised associations.
- To provide a platform to facilitate thought leadership, advocacy, and influence for impact.

What We do

- Provide a safe space for self-managed associations to share knowledge, challenges, successes, and failures.
- Facilitate networking and connection building between members.
- Deliver valuable, meaningful education for members.
- Develop resources to advance excellence in association leadership.
- Demonstrate thought leadership and influence for impact with external stakeholders and partners.
- Collaborate with third parties on activities, projects and issues of mutual interest and benefit to our members.

Membership Fee

The current annual membership fee is 1,500 EUR.

Membership Criteria

Membership is open to any organisation legally registered as a non-profit association according to the laws of the country in which it is constituted. The organisation must be a supranational association representing a particular profession or professional field.

Membership is open to organisations meeting all of the following criteria:

- the organisation shall be a supranational, non-profit association representing a particular profession or professional field;
- the organisation shall commit to fully participate in AC Forum activities in Europe through its educational offerings and General Assembly;
- the majority of the organisation's personnel must be salaried staff;
- the organisation shall not contract a third-party entity to wholly manage its organisation unless this entity has been established by the non-profit organisation with the exclusive purpose to serve the aims and objectives of the non-profit organisation according to its articles of association. The organisation must have overall responsibility for, and control of, all aspects of the management of the association, including financial, and must be responsible for all decision-making relating to the association;
- the organisation shall organise a supranational conference on a regular basis, with at most two years between conferences, and the conference must have at least 1,000 participants;
- the organisation shall have ownership of, and be the initiator of, the conference;
- the organisation shall not contract a third-party entity to wholly manage its conference and events unless this entity has been established by the non-profit organisation with the exclusive purpose to serve the aims and objectives of the non-profit organisation according to its articles of association. The programme structure must be under the executive responsibility of a senior member of staff having substantial responsibility for the day-to-day management of the organisation's conference. The organisation must have overall responsibility for, and control of, all aspects of the conference or events, including financial, and must be responsible for all decision-making relating to its conference or events.

Rights and Duties of Members

Member organisations shall be entitled to attend events and activities of AC Forum and to make use of its services and facilities. Activities of AC Forum shall be open exclusively to salaried and contracted staff working directly for the association.

Rights of members:

Member organisations in good standing may:

- participate in all activities of AC Forum;
- present proposals for discussion at General Assemblies;
- have voting rights via a designated voting delegate who is a staff member; the designated voting delegate shall be notified to AC Forum annually before the General Assembly and shall represent the organisation in all voting matters until the next General Assembly.

Duties of members:

In order to be in good standing, member organisations must:

- further the interests of AC Forum to the best of their abilities and shall refrain from any action which could damage the reputation and the aims and objectives of AC Forum;
- attend the General Assembly annually;
- comply with the articles of the Statutes of AC Forum and respect the resolutions of its General Assembly;
- pay an annual membership fee determined by the General Assembly and make payment on-time;
- continue to comply with the membership criteria;
- appoint one current staff member as the primary contact for AC Forum; this person will be the person to receive all communications from AC Forum and ensure information is shared within the organisation, and must ensure that the member organisation responds to communication/ requests from AC Forum;
- maintain an active membership by means of the regular participation in, and contribution to, activities of AC Forum by multiple staff members with diverse roles;
- respect that all discussions within AC Forum are confidential and may not be shared outside of the AC Forum members' circle'
- if the organisation contracts an individual to manage or work for any part of the organisation who represents or who has a financial or employment interest in any other third party in the associations, meetings or related industry that is not a member of AC Forum, the organisation must undertake to ensure that this individual does not participate in any AC Forum activities.

Application Deadline

The closing date each year for applications is **1 September**, for membership to commence in January of the following year.

Application Process

Organisations applying for membership must provide AC Forum with credentials establishing their eligibility for membership as stipulated in the Statutes, with any supporting documentation required for verification of their eligibility.

Applications are reviewed and assessed by the Membership Sub-committee (MSC). Upon invitation, applicant associations present their organisation to the MSC and respond to questions. The MSC makes recommendations to the Board regarding membership applications.

Once the Board has reviewed the applications and the MSC's recommendations, applicant associations may be invited to be present during the next General Assembly.

Decisions on membership are made by the General Assembly, during the annual meeting in January, on recommendation by the Board. If the applicant association is successful, membership will commence immediately following the General Assembly.