

CONSTITUTION OF VIJANA JISETI COMMUNITY-BASED ORGANIZATION (CBO)

PREAMBLE

We, the youth of Nyamira County, recognizing our collective responsibility to build a healthy, resilient, and economically empowered community; aware of the complex mental health challenges, reproductive health needs, social stigma, and systemic barriers facing young people particularly teenage mothers and vulnerable adolescent girls; and determined to transform our shared potential into dignity, self-reliance, and community progress, do hereby form and adopt this Constitution to govern **VIJANA JISETI**.

ARTICLE 1: NAME, LOCATION & REGISTERED OFFICE

1. **Name:** The name of the organization shall be **Vijana Jiseti Community-Based Organization** (hereinafter referred to as "the CBO").
2. **Legal Status:** The CBO shall operate as a non-profit, non-political, non-sectarian Community-Based Organization registered under the Ministry of Labour and Social Protection (Department of Social Development) in Kenya.
3. **Area of Operation:** The primary area of operation shall be **Nyamira County**, with full mandate to partner with sub-county, national, and international stakeholders to advance its objectives.

ARTICLE 2: VISION, MISSION, AND CORE VALUES

2.1 Vision

A thriving, self-directed generation of youth and young parents in Nyamira County who are mentally healthy, physically empowered, and economically self-reliant.

2.2 Mission

To equip, position, and empower young people with dedicated focus on teenage mothers and vulnerable adolescent girls through accessible mental health support, comprehensive sexual and reproductive health education, trauma-informed care, and practical hard and soft skills for sustainable livelihoods.

2.3 Core Values

1. **Agency & Action (Jiseti):** We believe youth hold the solutions to their own challenges and actively build pathways to self-reliance.
2. **Compassion & Non-Judgment:** We foster a warm, safe, and supportive space free from shame, stigma, or discrimination.

3. **Integrity & Accountability:** We maintain total transparency in operational, governance, and financial matters.
4. **Confidentiality & Safeguarding:** We hold sensitive personal disclosures, health details, and survivor stories with strict privacy and care.
5. **Inclusivity:** We welcome all youth regardless of background, gender, social status, or physical ability.

ARTICLE 3: CORE PILLARS AND OBJECTIVES

The strategic focus of Vijana Jiseti is structured across three interconnected operational pillars:

3.1 Pillar 1: Mental Health & Psychosocial Wellbeing

- I. **Stigma Reduction:** Conduct community sensitization to destigmatize mental health challenges, adolescent pregnancy, and emotional trauma among youth.
- II. **Safe Spaces & Peer Support:** Establish confidential peer-led support groups and wellness circles tailored to young people, with specialized circles for teenage mothers experiencing post-partum depression, anxiety, isolation, or social rejection.
- III. **Psychosocial Referrals:** Partner with certified counselors, medical officers, and psychological networks for professional intervention when needed.

3.2 Pillar 2: Sexual and Reproductive Health and Rights (SRHR)

- I. **SRHR Education & Prevention:** Provide accurate, age-appropriate SRHR education to reduce adolescent pregnancies, eliminate unsafe health practices, combat Gender-Based Violence (GBV), and prevent STIs/HIV.
- II. **Youth-Friendly Healthcare Access:** Collaborate with health institutions across Nyamira County to connect young people and young mothers with friendly reproductive health services, maternal care, and basic hygiene amenities (including dignity kits).
- III. **Advocacy & School Re-Entry:** Champion the rights and bodily autonomy of adolescent girls, actively advocating for the re-entry of teenage mothers into formal education or technical institutions following childbirth.

3.3 Pillar 3: Livelihoods, Skills Development & Economic Re-Integration

- I. **Hard/Technical Skills:** Deliver practical, market-aligned vocational, agricultural, digital, and artisanal skills training so young people especially single teenage mothers can build independent incomes.
- II. **Soft & Life Skills:** Build capacity in emotional intelligence, positive parenting, financial literacy, effective communication, entrepreneurship, and personal leadership.
- III. **Economic Empowerment:** Establish internal group-savings initiatives (table banking), micro-mentorships, and links to enterprise funds or job placement opportunities.
- IV. **Enabling Care Support:** Facilitate community-based childcare arrangements during training sessions to ensure teenage mothers can participate fully without neglecting their infants.

ARTICLE 4: MEMBERSHIP & BENEFICIARY ELIGIBILITY

4.1 Membership Categories

1. **Full Members:** Youth aged **18 to 35 years** residing or working in Nyamira County who pay registration and subscription fees, hold full voting rights, and are eligible for executive election.
2. **Associate Members:** Mentors, elders, health practitioners, or legal professionals above 35 years, as well as institutional partners. They offer technical advice and support but hold no voting rights.
3. **Beneficiaries:** Adolescent teenage mothers under 18 years and vulnerable youth participating in CBO activities, training programs, and care initiatives. While not voting members due to statutory age limits, they receive full access to CBO support services under strict child protection guidelines.

4.2 Joining Requirements for Full Members

- Submission of a completed Membership Application Form.
- Payment of a non-refundable Registration Fee of Kenya Shillings One Hundred only (KES 100).

4.3 Termination of Membership

Full membership may cease through:

- I. Voluntary written resignation submitted to the Secretary.
- II. Expulsion on grounds of gross misconduct, financial fraud, breach of safeguarding policies, or actions bringing the CBO into disrepute (requiring a two-thirds majority vote of the General Assembly after a fair hearing).

ARTICLE 5: GOVERNANCE STRUCTURE

The CBO shall be governed through two main bodies:

1. **The General Assembly (GA):** The supreme decision-making body comprising all active Full Members.
2. **The Executive Committee (EC):** The management team elected by the General Assembly to run daily operations.

Executive Board Roles & Responsibilities

1. The Chairperson

- I. Serves as the chief legal representative and official spokesperson of the CBO.
- II. Presides over all General Assembly and Executive Committee meetings.
- III. Acts as a mandatory joint signatory for the CBO's bank/mobile money accounts.

2. The Vice-Chairperson

- I. Deputizes for the Chairperson during their absence.
- II. Directly coordinates and oversees program leads across the three pillars (Mental Health, SRHR, and Livelihoods).

3. The Secretary

- I. Handles all official correspondence, meeting notices, and administrative records.
- II. Accurately records and preserves minutes of all meetings.
- III. Maintains an up-to-date Register of Members and beneficiary records.
- IV. Serves as a joint signatory for administrative documentation.

4. The Treasurer

- I. Oversees all financial inflows, member contributions, grants, and expenditures.
- II. Maintains clear, transparent financial books and prepares quarterly and annual financial statements.
- III. Serves as a mandatory joint signatory for all bank and financial transactions.

5. The Organizing Secretary & Mobilization Lead

- I. Coordinates logistics, venue arrangements, and community outreach for field projects and workshops.
- II. Leads community relations, local administration liaison, and youth mobilization efforts across Nyamira County.

ARTICLE 6: ELECTIONS AND TERM OF OFFICE

1. **Term of Office:** Executive Committee members shall serve a term of **two (2) years**, with eligibility for re-election for a maximum of one additional consecutive term.
2. **Election Process:** Elections shall take place during the Annual General Meeting (AGM) through a secret ballot or open show of hands as agreed by the General Assembly.
3. **Vacancies:** Any executive vacancy arising before term completion shall be filled by an interim officer elected at a Special General Meeting to serve the remaining period.

ARTICLE 7: MEETINGS AND QUORUM

7.1 Types of Meetings

1. **Monthly General Meetings:** Held once a month to review project updates, collect member subscriptions, and plan upcoming field activities.
2. **Annual General Meeting (AGM):** Held once per year to present audited financial reports, evaluate annual impact, and conduct elections (when due).
3. **Special General Meetings (SGM):** Convened by the Executive Committee or requested in writing by at least **one-third (1/3)** of active members to deliberate on urgent issues.

7.2 Quorum

- I. A simple majority of **50% + 1** of active Members shall constitute a quorum for any binding decision-making meeting.

ARTICLE 8: FINANCIAL MANAGEMENT AND RESOURCES

1. Sources of Income:

- a. Membership registration fees.
- b. Income generated from group enterprise activities under the Livelihood pillar.
- c. Grants, philanthropic donations, government community funds, and fundraising activities.

2. Bank Account Management:

- I. The CBO shall operate a bank account in its official registered name: "**VIJANA JISETI CBO**".
 - II. All funds drawn from the account must bear two signatures: mandatory signature of the Treasurer, accompanied by either the Chairperson or Secretary.
3. **Financial Year:** The CBO's financial year shall run from 1st January to 31st December.
 4. **Audit and Inspection:** The accounts shall be audited annually by an independent auditor or an internal audit team appointed by the General Assembly.

ARTICLE 9: SAFEGUARDING, CODE OF CONDUCT & CONFIDENTIALITY

1. **Child & Vulnerable Youth Protection:** The CBO enforces a zero-tolerance policy against physical, emotional, or sexual exploitation of adolescent beneficiaries, young mothers, and children.
2. **Confidentiality:** Due to the sensitive nature of mental health counseling and reproductive health services, all members and officers must strictly protect the personal privacy and identity of beneficiaries.
3. **Disciplinary Process:** Any member accused of misconduct, stigma perpetuation, harassment, or financial irregularity shall appear before a 3-member **Disciplinary Committee** formed by non-executive members to ensure a fair hearing before any action is recommended.

ARTICLE 10: AMENDMENTS

Amendments to this Constitution can only be proposed and adopted during an AGM or a Special General Meeting called for that specific purpose.

1. Written notice of proposed amendments must be issued to all members at least 14 days prior to the meeting.
2. Adoption of an amendment requires a **two-thirds (2/3) majority vote** of members present and eligible to vote.

ARTICLE 11: DISSOLUTION

1. Vijana Jiseti may be dissolved by a **three-quarters (3/4) majority vote** of all registered Full Members at a meeting convened exclusively for dissolution.
2. Upon dissolution and settlement of all valid debts and liabilities, any remaining funds or property shall not be distributed to individual members. They shall be transferred to another registered non-profit youth organization or charitable entity operating within Nyamira County with similar objectives.

ADOPTION AND SIGN-OFF

We, the undersigned Executive Officers of **VIJANA JISETI CBO**, hereby certify that this Constitution was discussed, agreed upon, and formally adopted by members at a meeting held in Nyamira County on this 29th day of March 2025.