



World Federation of Athletic Training and Therapy

A Global Network - Connected and Engaged

How To Start an Athletic Training/Therapy Association

Introduction:

The World Federation of Athletic Training and Therapy's mandate is to foster and promote the profession of Athletic Training and Therapy (ATT) worldwide. We are pleased to see that you are interested in setting up an ATT profession in your country. We would encourage the creation of your association with the ultimate goal of joining the WFATT.

Voting members of the WFATT are identified as autonomous organizations that promote the profession in their respective country such that the WFATT can represent all associations collectively on the world stage

From the outset, an AT association should establish the governance structure of the Association. In most countries, and in the absence of government legislation, the Association is often also responsible for regulating the profession including academic program accreditation, professional certification, continuing education and disciplinary functions.

First Things First _Governance:

1. Contact a group of like-minded individuals with the same interest in establishing an Association
2. Discuss the reason for establishing an association
3. Do a SWOT analysis (Strengths, Weaknesses, Opportunities, Threats)
4. Establish a name for the association
5. Do a name search and register the name of the association with your domestic National government agency
 - a. you should give this due consideration– not just name for the association but your profession and the context of this within your country/internationally. Also getting other critical views on this regarding acronyms, marketing etc
6. Establish interim officers of the association
7. Create association documents:
 - a. Vision, Mission and Values statements
 - b. Scope of Practice of the profession
 - i. Gaining professional indemnity
 - ii. In compliance with domestic regulations regarding scope of practice
 - c. By-laws
 - i. Membership structure
 - ii. Governance
 1. Officers
 2. Meetings
 - iii. Fiscal year
 - d. Code of Ethics and Disciplinary procedures
 - e. Membership categories, eligibility and fees
 - f. Certification exam
8. Open a bank account
 - a. Signing officers
9. Register/incorporate the association as a not-for-profit association
10. Seek out Directors and Officers Liability insurance
11. Adopt a logo
12. Set up a website and social media
13. Select an auditor (to provide audited financial statements)
14. Set-up Committees (examples)
 - a. Education
 - b. Certification
 - c. Communication (website, social media etc)



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Resources:

Our member organizations will have similar governance structures and supporting documents. You are strongly encouraged to request examples from a variety of our members in various regions. This has proven to be very helpful. It brings up things you wouldn't even consider at the start. The WFATT would be pleased to introduce you to the most appropriate resources for your situation.

For more information contact us via our website at: <https://www.wfatt.org>