

The Constitution of Students' Union UCL

HER CAMPUS SOCIETY

1 Name

- 1.1 The name of the club/society shall be Students' Union UCL [Her Campus Society](#).
- 1.2 The club/society shall be affiliated to Students' Union UCL.

2 Statement of Intent

- 2.1 The constitution, regulations, management and conduct of the club/society shall abide by all Students' Union UCL policy, and shall be bound by the [Students' Union UCL Memorandum & Articles of Association](#), [Byelaws](#), [Club and Society Regulations](#) and the club and society procedures and guidance – laid out in the ['how to guides'](#).
- 2.2 The club/society stresses that it abides by Students' Union UCL Equal Opportunities Policies, and that club/society regulations pertaining to membership of the club/society or election to the club/society shall not contravene this policy.
- 2.3 The Club and Society Regulations can be found on the following webpage:
<http://studentsunionucl.org/content/president-and-treasurer-hub/rules-and-regulations>.

3 The Society Committee

President

- 3.1 The president's primary role is laid out in section 5.7 of the Club and Society Regulations.
[Specific details to the job description of your president:](#)
[Editor-in-Chief and Campus Correspondent of Her Campus online publication.](#)
[Responsible for liaising with Her Campus HQ.](#)
[Responsible for ensuring all articles abide by regulations and are edited and formatted correctly.](#)
[Responsible for uploading articles to the online publication.](#)
[Responsible for keeping track of and effectively communicating with other team members.](#)

Treasurer

- 3.2 The treasurer's primary role is laid out in section 5.8 of the Club and Society Regulations.

Welfare Officer

- 3.3 The welfare officer's primary role is laid out in section 5.9 of the Club and Society Regulations.
[Shall be an essential port of call for all team members.](#)

Additional Committee Members


[Any additional committee positions you have should be outlined in your constitution below.](#)


- 3.4 [Additional Committee Role Title:](#)

- 3.5 Co-Campus Correspondent – Will share all tasks with the Campus Correspondent/Editor-in-Chief
- 3.6 Senior Editor – Will oversee the editorial team and create guidelines and criteria for writers to meet when writing their articles. Will occasionally host writing/editing workshops.
- 3.7 Co-Senior Editor – Will share all tasks with the Senior Editor.
- 3.8 Events Coordinator – Responsible for creating and hosting events as well as all event related activities (reaching out to external speakers, planning safe and fun activities).
- 3.9 Marketing/Publicity Director – Responsible for reaching out to small businesses and sponsorship opportunities as well as advertising UCL Her Campus Society.
- 3.10 Social Media Manager – Responsible for all Her Campus social media platforms (creating posts, interacting with other UCL Society accounts and keeping the community engaged online).
- 3.11 Secretary – Responsible for taking minutes of all official meetings and ensuring all information is up to date and organised clearly.
- 3.12 Management of the club/society shall be vested in the club/society committee which will endeavour to meet regularly during term time (excluding UCL reading weeks) to organise and evaluate club/society activities.
- 3.13 The committee members shall perform the roles as described in section 5 of the Students' Union UCL Club and Society Regulations.
- 3.14 Committee members are elected to represent the interests and well-being of club/society members and are accountable to their members. If club/society members are not satisfied by the performance of their representative officers they may call for a motion of no-confidence in line with the Students' Union UCL Club and Society Regulations.

4 Terms, Aims and Objectives

- 4.1 The club/society shall hold the following as its aims and objectives.
- 4.2 The club/society shall strive to fulfil these aims and objectives in the course of the academic year as its commitment to its membership.
- 4.3 The core activities of the club/society shall be:
 - Writing for the Her Campus online publication.
 - Working with and collaborating with charities and other online publications.
 - Annual society social (dinner, themed social).
 - Writing/Editing Workshops where we will invite external speakers and alumni.
 - Society member meetups and group activities (spread throughout the year).
 - These are the activities that you will definitely carry out every academic year. The Union will only fund core activities.
- 4.4 In addition, the club/society shall also strive to organise other activities for its members where possible:
 - A trip or outing for all members and committee members.
 - Holding panels and Q&A sessions with influential authors and successful individuals within their field.
 - These are the activities that you would like to carry out every academic year if you can. The Union will support these activities but not fund them.
- 4.5 This constitution shall be binding on the club/society officers, and shall only be altered by consent of two-thirds majority of the full members present at a club/society general meeting. The Activities Zone shall approve any such alterations.
- 4.6 This constitution has been approved and accepted as the Constitution for the Students' Union UCL Her Campus Society. By signing this document the president and treasurer have declared that they have read and abide by the Students' Union UCL Club and Society Regulations.

President name:	Noura Almane
President signature:	

Date:	29 June 2023.
Treasurer name:	Ebbani Juneja
Treasurer signature:	
Date:	29 June 2023