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# The Constitution of Students’ Union UCL

# Jewellery and Collocation Society

### Name

#### The name of the club/society shall be Students’ Union UCL Jewellery and Collocation Society

#### The club/society shall be affiliated to Students’ Union UCL.

### Statement of Intent

#### 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](http://studentsunionucl.org/governing-documents), [Byelaws](http://studentsunionucl.org/governing-documents), [Club and Society Regulations](http://studentsunionucl.org/content/president-and-treasurer-hub/rules-and-regulations) and the club and society procedures and guidance – laid out in the ‘[how to guides](https://studentsunionucl.org/how-to-guides)’.

#### 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.

#### The Club and Society Regulations can be found on the following webpage: <http://studentsunionucl.org/content/president-and-treasurer-hub/rules-and-regulations>.

### The Society Committee

#### President

#### The president’s primary role is laid out in section 5.7 of the Club and Society Regulations.

Lead the whole society, including the activities and trips. Fill in all the forms required by UCL Student union. Hold office hours for members.

#### Treasurer

#### The treasurer’s primary role is laid out in section 5.8 of the Club and Society Regulations.

Record all the expenses and income of the society, help president to hold activities and trips.

#### Welfare Officer

#### The welfare officer’s primary role is laid out in section 5.9 of the Club and Society Regulations.

Take care of members’ wellbeing, give support whenever they want.

#### Additional Committee Members

#### External relations department

#### Help society to reach external sponsorship to provide funds, book external place for society to hold event, invite external speakers once needed.

#### Media and Edit Department

#### Manage our social media pages and edit pictures or video taken during activities. Create promotional posters before some activities.

#### 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.

#### The committee members shall perform the roles as described in section 5 of the Students’ Union UCL Club and Society Regulations.

#### 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.

### Terms, Aims and Objectives

#### The club/society shall hold the following as its aims and objectives.

#### The club/society shall strive to fulfil these aims and objectives in the course of the academic year as its commitment to its membership.

#### The core activities of the club/society shall be:

#### Hold workshop session for members to learn professional knowledge from external speakers, trips to visit jewellery factories, jewellery design competitions and the champion work will be handed to foundries to make finished products and sell them on our website.

#### In addition, the club/society shall also strive to organise other activities for its members where possible:

#### Weekly knowledge sharing, including the news of jewellery industries, post pictures of jewellery works for members.

#### 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 Executive shall approve any such alterations.

#### This constitution has been approved and accepted as the Constitution for the Students’ Union UCL Jewellery and Collocation 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.

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| President name: | Yuqin Xie |
| President signature: |  |
| Date: | 1.12.2021 |
| Treasurer name: | Yiqi Zhou |
| Treasurer signature: |  |
| Date: | 1.12.2021 |