

The Constitution of Students' Union UCL

Arab & North African Society

1 Name

- 1.1 The name of the club/society shall be Students' Union UCL Arab and North African 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.

Treasurer

- 3.2 The treasurer's primary role is laid out in section 5.8 of the Club and Society Regulations.
 - 3.2.1 Form and uphold any partnerships and sponsorships.

Welfare Officer

- 3.3 The welfare officer's primary role is laid out in section 5.9 of the Club and Society Regulations.
 - 3.3.1 Carry out welfare duties as specified by UCL Student Union.

Additional Committee Members

3.4 Vice President x2

- 3.4.1 Assist president in their role and fill in where other committee members are not able to.

3.5 General Secretary

- 3.5.1 Take minutes, keep mail outs and newsletters up to date.

3.6 Events Lead x2

- 3.6.1 Work with committee to plan and execute events.

3.7 Publicity Officer x3

3.7.1 Ensure events and news is adequately publicised to all members through various social media platforms.

3.8 Media Officer x2

3.8.1 Create posters and advertisement of the events the society is holding.

3.9 Collaborations Officer

3.9.1 Work with societies within UCL and from other universities to organise joint events.

3.9.2 Reach out to charity organisations and the outside Arab and North African community.

3.10 SOP Officer

3.10.1 Ensure news about the society branches out to the SOP campus

3.11 Arabic Language Co-ordinator

3.11.1 Set weekly classes to help people learn Arabic at all levels

3.12 Welfare Officer

3.12.1 Carry out welfare duties as specified by UCL Student Union

3.13 Community Outreach Officer

3.13.1 Carry out duties as specified by UCL Student Union

3.14 Charity Officer x2

3.14.1 Maintain charity sponsorships and help organise charity fundraising events throughout the year

3.15 Sports Representative

3.15.1 Organise sports opportunities for the society both with other union clubs and societies as well as with other Arab & North African societies

3.16 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.

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

3.18 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.

4.1.1 Growing a more connected Arab & North African community at UCL

4.1.2 Establishing links with the wider Arab & North African community

4.1.3 Educating members regarding our rich and diverse history and culture, as well as politics across the Middle East and North Africa

4.1.4 Start discussions about issues that we face in our communities

4.1.5 Reaching out and maintaining links with alumni

4.1.6 Reaching out and assisting prospective students

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:

4.3.1 Arabic Language Classes

4.3.2 Social Events (e.g. ice-skating, dates & debates, games night)

4.3.3 Networking Events (e.g. the WeConnect programme, career events & department networking)

4.3.4 Speaker Events (political and historical)

4.3.5 Panel Events (e.g. on political affairs in the Arab world)

4.3.6 Cultural Events (e.g. dabke workshop)

4.3.7 Charity Events (e.g. fundraiser & charity week)

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

4.4.1 Sixth Form Outreach (e.g. UCAS Help Day)

4.4.2 Alumni Events

4.4.3 Quad Day

4.5 In addition, the committee shall update and run the Arab Society Website. Using it as a platform to inform, educate and network with current and previous Arab Society members.

4.6 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.

4.7 This constitution has been approved and accepted as the Constitution for the Students' Union UCL Arab & North African 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:	Anas Mohamed
President signature:	
Date:	17 th September 2022
Treasurer name:	Farah Almabruk
Treasurer signature:	
Date:	17 th September 2022