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# Constitution for “Disaster Risk Reduction and Humanitarianism” Departmental Society

1. **Name**

a. The formal name of this Departmental Society shall be “Disaster Risk Reduction and Humanitarianism Society”.

b. The Society shall be affiliated to Students’ Union UCL.

**2. Statement of Intent**

a. The constitution, regulations, management and conduct of the Society shall abide by all Students’ Union UCL Policies, and shall be bound by Students’ Union UCL Memorandum and Articles of Association and Bye-laws, the Club and Society Regulations and the Club and Society Procedures and Guidance (refer to “How To Guides” on the Union [website](https://studentsunionucl.org/how-to-guides)).

b. The Society stresses that it abides by the Union’s Equal Opportunities Policies, and that Society regulations pertaining to membership, election, or management of this Society shall not contravene these policies.

c. The Club and Society Regulations can be found at:

<https://studentsunionucl.org/content/president-and-treasurer-hub/rules-and-regulations>

d. The Society recognizes that it also reflects the UCL Department that it is associated with and will work collaboratively with Departmental Staff in a professional and appropriate manner. The Society will ensure it is clear that it declares itself as the Departmental *Society*, and not the Department itself, to avoid any confusion or misrepresentation.

**3. The Departmental Society Committee**

a. The President

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

ii. The President may also serve as an Activities Zone member.

iii. The President is eligible to apply for the Departmental Society Grant.

iv. The President will be responsible forleading the Society, organizing the key annual events, organize for committee communication and meetings, overviewing membership engagement, establishing and maintaining professional relationships with external stakeholders, liaising with the Union on Society matters, room bookings, developing the Society, establishing the society’s goals and projects for the academic year, fostering a positive team culture and ensuring the wellbeing of committee members and society members

b. The Treasurer

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

ii. The Treasurer may also serve as a Council member.

iii. The Treasurer is eligible to apply for the Departmental Society Grant

iv. The Treasurer will be responsible for applying for the grants and sponsorships that the society needs, the financial budget of the Society, achieving financial aims, ensuring financial accessibility to events, organizing Society payments, overviewing and management of Society accounts and resources, seeking out sponsorship opportunities, maintaining an open line of communication with the President, seek out opportunities for charitable events as well as funding for campaigning possibilities

c. The Welfare Officer

i. The Welfare Officer’s primary role is laid out in section 5.9 of the Club and Society Regulations.

ii. The Welfare Officer will be responsible for completing the Welfare Officer Program, providing wellbeing events for members, organizing events for key dates like Mental Health Day, social and community outreach, membership wellbeing and safety at events, maintain team coordination and morale to prevent burnout and foster a positive committee culture, be the point of contact for disabled individuals to ensure that necessary provisions are implemented at events, regularly contacting the academic representatives of the different courses and ensuring that feedback is implemented within the department and the society, organizing events to ensure student well-being and inclusion within the society

iii. The Welfare Officer is eligible to apply for the Departmental Society Grant.

d. Optional Committee Member for Departmental-Interest activities (e.g. social events, skill building or sports)

ii. The Social Secretarywill be responsible for creating and organizing social events for the Society, booking rooms, pubs, restaurants for the social events, maintaining a line of Contact with the President, maintain and create content for the social media platforms of the Society to keep members engaged, be a point of contact for members and respond to queries.

e. Committee Members and extended management of the society shall be vested in the society’s operation and shall endeavor to meet regularly during Term Time.

f. Committee Members will perform the roles as described in section 5 of the Students’ Union UCL Club and Society Regulations.

g. Committee Members are elected to represent the interest of the Society and the overall student body ofThe Disaster Risk Reduction and Humanitarian Society. Committee Members can be held to account for their described roles and responsibilities.

h. If a Society Member is not satisfied with the performance of their Committee Members, they may call a motion of no-confidence in line with the Union’s Club and Society Regulations.

**4. Terms, Aims and Objectives**

a. The Society shall hold the following as its aims and core objectives.

b. The Society shall strive to fulfil these aims and objectives in the course of the academic year as its commitment to its membership.

c. The core activities of the Society shall be:

i. *Social Interactive activities such as Welcome Week social gathering, pub quizzes (which will be done face-to-face as well as online to ensure all students have access to them), pizza nights, museum visits, campaigning and charity events, a buddy scheme to welcome new students and guide them through the beginning of their university journey, annual AGM to decide the future goals and committee members of the society, for developing a sense of belonging and community for students and staff within and across Departments*

ii. *Wellbeing Initiatives: support groups during exams, afternoon tea/coffee to chat, mindfulness practices, London discovery walks in parks, charity events, that focus on promoting positive mental health and sense of belonging amongst students in and across Departments*

iii. *Academic events talks with guest speakers, dissertation presentations, academic debates, debrief sessions after the monthly IRDR seminar series, current event discussion groups, that enhance the student experience of the Society membership and go beyond the UCL degree*

iv. *Career events: Alumni speaker events, career fair, potential employee meets and greet, conferences, PhD and Master student events, hosting events with the companies of the PhD students for the benefit of other PhD students as well as MSc and BSc students that expand members potential horizons during and after UCL]*

These are the activities that you will carry out every academic year to foster a sense of course based community. The Union will only fund core activities that meet these criteria.

d. In addition, the Departmental Society shall also strive to organize other activities for its members where possible:

*i. Departmental events that fall outside of the above-mentioned activities: hoodies for committee members, and merchandise for members so that they can leave with a permanent memory of the society, an annual ball, campaigning for events linked to what the students are studying, Christmas dinner event*

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. Departmental Societies may approach their own Department or external sponsors for financial support, as long as it is declared to the Union.

e. 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 society general meeting. Activities Network Executive shall approve any such alterations

f. This constitution has been approved and accepted as the Constitution for the Students’ Union UCL Disaster Risk Reduction and Humanitarianism Society. By signing this document, the President and Treasurer have declared that they have read and abide by the Students’ Union UCL Clubs and Societies Regulations.

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| President name: | Candice Oréal |
| Signed: | Candice Oréal |
| Date: | 2/08/2022 |
| Treasurer name: | Jasmine Andean |
|  | Jasmine Andean |
| Date: | 2/08/2022 |