

2024-25

Constitution of Students' Union UCL

Aikido Club

1. Name

- 1.1. The name of the club/society shall be Students' Union UCL [Aikido Club](#).
- 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. Committee

- 3.1. President
 - 3.1.1. The Presidents' primary role is laid out in section 5.7 of the Club and Society Regulations.
 - 3.1.2. The president should make sure that all the committee are undertaking their roles effectively and that all decisions are in the interest of the club.
 - 3.1.3. The President should be responsible to make room bookings to ensure appropriate venues for training and any other events.
 - 3.1.4. The President should be the primary point of contact for members, potential members and external organisations.

- 3.1.5. The President is responsible for vetting all instructors that teach the club's members.
- 3.1.6. The President should ensure all communications regarding the club are accessible and accurate.
- 3.1.7. The President should maintain an up-to-date register of all club members, noting any special needs/ requirements where necessary.
- 3.1.8. The President will ensure Aikido sessions are held according to the demand of members and availability.
- 3.1.9. The President should liaise with both Students' Union UCL and external Aikido organisations to ensure the proper development of the club.
- 3.1.10. The President should ensure all administrative requirements for the club's smooth running are met, working with other committee members and Students' Union UCL where appropriate.

3.2. Treasurer

- 3.2.1. The treasurer's primary role is laid out in section 5.8 of the Club and Society Regulations.
- 3.2.2. The Treasurer should lead all financial dealings and ensure the integrity of the club throughout.
- 3.2.3. The Treasurer should be the primary point of contact with the cash office and should be responsible for the grant, funding and subsidy applications.
- 3.2.4. The Treasurer should keep an up-to-date budget and a projected budget of the club's transactions, ensuring that the club remains in profit or breaks even.
- 3.2.5. The Treasurer is responsible for overseeing training fees collection, membership fees and any other incomes generated by the club as well as ensuring it is safely deposited into the appropriate club account.
- 3.2.6. The Treasurer should ensure that club instructors' and members' insurance is up-to-date and paid for.

3.3. Welfare Officer

- 3.3.1. The Welfare Officers' primary role is laid out in section 5.9 of the Club and Society Regulations.
- 3.3.2. The Welfare Officer should keep a register of attendance of members to training and events.
- 3.3.3. The Welfare Officer should ensure the smooth running of training sessions and activities.

- 3.3.4. The Welfare Officer should keep the risk assessment of activities up to date to ensure the safety of the members.
- 3.4. Social Media Officer
 - 3.4.1. The Social Media Officer is responsible for managing the club's social media accounts.
 - 3.4.2. The Social Media Officer is responsible for the promotion of the club through social media, including updating followers on past and upcoming events, information about Aikido, and club information.
- 3.5. 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.
- 3.6. The committee members shall perform the roles as described in section 5 of the Students' Union UCL Club and Society Regulations.
- 3.7. 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:
 - 4.3.1. Regular traditional aikido training sessions
 - 4.3.2. Attendance at Aikido grading and/or competitions
 - 4.3.3. Students' Union UCL Aikido social events at appropriate times
- 4.4. In addition, the club/society shall also strive to organise other activities for its members where possible:
 - 4.4.1. Attendance at other Aikido seminars, competitions and events
 - 4.4.2. Regular socials involving Japanese cultural activities
 - 4.4.3. Training at external Aikido organisations

- 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 Executive shall approve any such alterations.
- 4.6. This constitution has been approved and accepted as the Constitution for the Students' Union UCL [Aikido Club](#). 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: ZAMPIERI, Riccardo
	Signature: <i>Riccardo Zampieri</i>
	Date: 27/06/2024
Treasurer	Name: YAMAGATA, Lento
	Signature: <i>Lento Yamagata</i>
	Date: 27/06/2024