

2024-25

Constitution of Students' Union UCL

Amnesty International Society

1. Name

- 1.1. The name of the club/society shall be Students' Union UCL Amnesty International 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. 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 organises speakers and events, books rooms, co-ordinates the committee, facilitates meetings, attends meetings with other London Amnesty Society presidents and is the first point of contact for communicating with the society. The President is responsible for the overall running of the society.
- 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 is in charge of the society's finances, responsible for contact with the union and reimbursing any expenses a society member makes for an event (buying snacks for film screenings, materials for written campaigns, etc.). Acts as the second in command in matters relevant to the Union and, alongside the President, is responsible for answering e-mails. Also helps with fundraising events and keeping on top of the society's spending, making sure all events fall within budget.

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 shall be responsible for activities including; collaboration with other Welfare Officers in creation of demographic specific activity and being aware of wider union campaigns relevant to their club or society.

Additional Committee Members

3.4 Vice President

3.4.1 The Vice-President will assist in all of the tasks of the President, such as facilitating events with other UCL societies and the other London Amnesty groups, also aiding in the running of campaigns and in communications with the society members.

3.5 General Secretary

3.5.1 The General Secretary will help organise events throughout the year (keeping track of events through a calendar, making sure they are well spread out and frequent enough), and responsible for taking minutes from weekly meetings so that everyone is kept well-informed.

3.5.2 The General Secretary can also aid in campaigns and is responsible for writing up and sending to society members the weekly email containing information of upcoming events and other key information. He/ She shall work with the Publicity Officer to ensure that members remain informed about the Society's activities.

3.6 Campaigns and Fundraising Officer

3.6.1 The Campaigns and Fundraising Officers will be responsible for helping to choose and manage whichever campaigns the society is running that year. They will choose two campaigns to broadly stick to, one for each term, throughout the year by themselves. They will also be responsible for facilitating fundraising where necessary.

- 3.6.2 Campaign themes and methods shall adhere to the relevant guidelines and standpoints of Amnesty International (UK); campaigns outside of Amnesty's remit shall proceed only with the agreement of the President, Union and (where deemed necessary by the President) Amnesty UK.
- 3.6.3 In the event that the Society has issue-based campaign groups, it shall be the role of the Campaign and Fundraising Officers to oversee and manage the aforementioned group.
- 3.7 Journal Editor and Publicity Officer
 - 3.7.1 The Publicity Officer oversees all social media and promoting/publicising events run by the society, also responsible for managing the publicity of the Journal and for other sub-campaigns within Amnesty. The Publicity Officers are also responsible for creating Facebook events and for designing publicity materials for actions
- 3.8 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.
- 3.9 The committee members shall perform the roles as described in section 5 of the Students' Union UCL Club and Society Regulations.
- 3.10 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 Holding regular awareness raising events (such as panel discussions, speaker events, film screenings, awareness-raising stands); and meetings in which society members can contribute to the planning of events.
 - 4.3.2 Corresponding with other London Amnesty societies' and keeping up to date with Amnesty International campaigns.
 - 4.3.3 Maintaining an online Journal writing platform, "The Amnesty", which will comprise of an editorial board elected anonymously by the Committee in the first term of the academic year. The Journal

and its editorial team shall be under the direction of the Committee; decisions of the President on Journal related matters (including content and personnel issues) are final.

4.3.4 Continuing term-long focussed campaigns and one-off events. These can be in conjunction with other (London) Amnesty Societies or other UCL Societies where appropriate.

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

4.4.1 More social events, such as quizzes and Amnesty events in collaboration with other London Amnesty societies.

4.4.2 Fundraising activities, including autonomous fundraising projects as well as those directed by Amnesty UK.

4.4.3 More creative events, similar to this year's placard designing session, but perhaps in future a human right related art exhibition or a Poetry Slam on the theme of human rights.

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 Students' Union UCL Amnesty International 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: Adam Shaw
	Signature: Adam Shaw
	Date: 01/07/2024
Treasurer	Name: Samuel Ruiz Flanagan
	Signature: Samuel Ruiz Flanagan
	Date: 17/07/2024