

**2024-25**

## **Constitution of Students' Union UCL**

### **Geographical Society**

#### **1. Name**

- 1.1. The name of the club/society shall be Students' Union UCL [Geographical 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 is eligible to apply for the Departmental Society Grant](#) .
  - 3.1.3. The President will be responsible for leading the society and, representing the Geography department and the wider UCL community through the agenda and decisions they make. They are responsible for committee communication and membership engagement, and overseeing all activities and events carried out by the committee and society. They must

liaise with the Student Union UCL and maintain professional relationships with external stakeholders. Responsibility for the society as a whole ultimately lies with them.

### 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 eligible to apply for the Departmental Society Grant](#)

3.2.3. The Treasurer will be responsible for overseeing all financial ventures carried out by the society. This includes applying for necessary grants and sponsorships, completing the financial budget of the Society, achieving financial aims, ensuring financial accessibility to events, keeping accurate financial records, and organising Society payments. Furthermore they are responsible for working with other committee members to budget for specific events and activities. For example, both UCL Geographical Society Balls in Term 1 and 3.

### 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 and Diversity Officer will be responsible for completing the Welfare Officer Programme, providing wellbeing events for members, and organising events for key dates like Mental Health Day. They are responsible for signposting members to the correct union and wider UCL services. They will work closely with the Events Director and the LGBTQ+, Inclusion and Outreach Officer on these. They will also be responsible for ensuring the society provides both academic and social events that are open to all students regardless of background and help to develop the voices of those who may be less represented within the society and department through these.

3.3.3. [The Welfare Officer is eligible to apply for the Departmental Society Grant.](#)

### 3.4. Additional Committee Members

3.4.1. Academic Rep(s)

(this is an optional position for the already elected Departmental Academic Student Reps - you can find your Academic Rep in this directory and find your Faculty Rep in this directory - or if you would like to arrange an introduction, let us know!)

3.4.1.1. The Academic Rep's primary role is laid out on this webpage.

3.4.1.2. The Academic Rep is responsible for communicating appropriate academic/course/student issues between Departmental staff connections and Departmental Committee/members.

3.4.1.3. The Academic Rep is eligible to apply for the Departmental Society Grant.

### 3.4.2. Social Media and Marketing Director

3.4.2.1. The Social Media and Marketing Director will be responsible for managing all the society's social media accounts such as the society's Instagram, Facebook, Twitter and LinkedIn. They will also work closely with the General Secretary, the Events Director and the Social Secretary to ensure all events are promoted.

### 3.4.3. LGBTQ+, Inclusion and Outreach Officer

3.4.3.1. The LGBTQ+, Inclusion and Outreach Officer will be responsible for promoting a welcoming environment within the society and are the first port of call for freshers and new members. They will work closely with the Events Director and Social Secretary to organise events which highlight LGBTQ+ voices and perspectives, making sure these are not suppressed within events and academic discourses, and organising events within the local community to improve, fundraise and develop the local area. Further, they will work with the Welfare and Diversity Officer on events including but not limited to Wellbeing Wednesdays which provide both a wellbeing check-in with members and an outreach opportunity.

### 3.4.4. First Year Representative

3.4.4.1. The First Year Representative will act as a liaison between first years and the wider society. They advocate and champion for their year group's views and support other committee members with events and initiatives.

### 3.4.5. General Secretary

3.4.5.1. The General Secretary will be responsible for supporting the president in the management of the Society. This includes ensuring society admin is up to date, monitoring the society email and completing miscellaneous tasks to support the other committee members. Further they are a crucial link between the department and the society. For example, they organise and run the department offer holders day. They are responsible for representing the society and the department as a whole in their communication and liaising with offer holders and parents.

### 3.4.6. Events Director

- 3.4.6.1. The Events Director will be responsible for organising mainly academic events and assisting the Social Secretary. Academic events include but are not limited to speaker, alumni and career events, conversation panels, debates, and Q&As. They will share responsibilities for organising larger scale events such as our two annual Balls. They will work closely with other committee members such as the Welfare and Diversity officer and the LGBTQ+, Inclusion and Outreach officer on specific events and to ensure events are planned with inclusivity in mind. These events could include but are not limited to events regarding Black History Month, Mental Health Awareness Week and Pride Month.

### 3.4.7. Social Secretary

- 3.4.7.1. The Social Secretary will be responsible for organising inclusive social events for all members. These include but are not limited to, the prestigious annual winter ball and summer boat ball, the fresher's weekend, pub quizzes, nights out, and inter year and society socials. They will also work closely with other committee members such as the Welfare and Diversity officer and the LGBTQ+, Inclusion and Outreach officer on specific events and to ensure socials are planned with inclusivity in mind.

- 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.
  - 4.1.1. To create an affordable, ambitious, and fun yearly calendar of events for our members
  - 4.1.2. To create a welcoming environment and strong sense of community for our student body
  - 4.1.3. To support the academic development and future employability of our membership

- 4.1.4. To support and promote UCL's department of Geography
- 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. The annual Winter Ball and Summer Boat Ball. Historically we open these events up to the Geography Societies of Kings College London, London School of Economics, Oxford University and Cambridge University, so while they act as the largest social events in Geog Soc's annual calendar, they allow us to strengthen intercollegiate ties, strengthen our wider geographical communities, and provide networking opportunities.
  - 4.3.2. Casual social events and initiatives focused on wellbeing and belonging to strengthen sense of community. These include but are not limited to small scale relaxed socials such as the annual freshers weekend, pub nights, club nights, non-alcoholic events such as crafts and trips, film nights, book club. One possible wellbeing initiative would be 'Wellbeing Wednesday' a bimonthly coffee catchup to give members an informal support network in a relaxed and friendly environment. All social events could be delivered in conjunction with other societies or universities.
  - 4.3.3. A broad and inclusive range of academic events grounded in Geographical themes and academia including but not limited to speaker events, panel discussions, screenings, question and answer sessions, debates, and workshops. This could also include an annual field trip that is both academic and social which develops members' core human and physical geography field skills, strengthens community relations, and provides all members of the society the opportunity to be in the field in a post covid world. These events give our members opportunities to develop both their academic and extracurricular interests and expose our membership to cross disciplinary perspectives. Optionally these events could be delivered in conjunction with other societies or universities.
  - 4.3.4. Career events including but not limited to Alumni speaker and panel events, career skills workshops, careers fair, question and answers sessions, potential employee meet and greets and conferences. These events can be in conjunction with other societies such as, but not limited to, the Green Economy Society, International Relations Society, Guild Society and Law society. This ensures that our diverse membership get equal opportunities of meeting with and learning from employers and professionals which supports their future prospects.

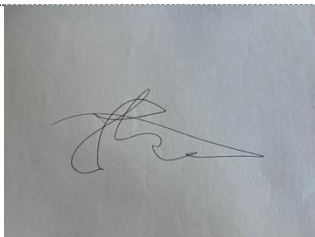

4.4. In addition, the club/society shall also strive to organise other activities for its members where possible:

4.4.1. [Charity fundraising events such as dinners and initiatives](#)

4.4.2. [Committee teambuilding activities and events](#)

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 [Geographical 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: Gideon Chan
	Signature: 
	Date: 10/7/2024
Treasurer	Name: Miguel Cafoor-Camps
	Signature: 
	Date: 10/7/2024