STUDENTS' UNION UCL

2024-25
Constitution of Students' Union UCL

MedTech Society

1. Name

1.1. The name of the club/society shall be Students' Union UCL MedTech 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. Meticulously plan the direction of the society for the year together with committee members.

3.1.3. Oversee and help execute all the tasks required for the society to function smoothly

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. Manage the society's finances, submit forms and invoices as required.

3.2.3. Approve expenses from other committee members of the society.

3.2.4. Maintain an effective relationship with UCL Union and members

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. Ensure that the committee and members of the society are well looked after and deal with any welfare issues in an appropriate way

3.4. Additional Committee Members

3.4.1. Vice-President (x2)

3.4.1.1. Support the president; be prepared to step in if the president is unavailable

3.4.2. Technology Officer

3.4.2.1. Preferably with experience in coding to help host hackathons and coding workshops. This position would also require technical abilities to augment the online presence of MedTech UCL

3.4.3. Corporate Relations Officer

3.4.3.1. Pitch to corporate contacts to raise funding; Build and maintain close relationships with corporate sponsors; Assist the event officers in planning and organisation of the corporate sponsored events.

3.4.4. Events Officer (x2)

3.4.4.1. Plan events; Ensure all logistical needs for events are met.

3.4.5. Marketing Officer (x2)

3.4.5.1. Develop a comprehensive marketing plan for MedTech UCL and manage social media accounts to grow the MedTech UCL audience and reach through that medium. They are responsible for creating and regularly updating a MedTech UCL marketing calendar describing what content will be shared on which social media platform at which dates and times.

3.4.6. Technology in Healthcare Chair

3.4.6.1. Lead the team and manage the organisation for the Technology in Healthcare conference.

3.4.7. Technology in Healthcare Executive (x3)

3.4.7.1. Work in a team to organise and run the Technology in Healthcare conference.

3.4.8. Diversity and Inclusion in MedTech Chair

    3.4.8.1. Lead the team and manage the organisation for the Diversity and Inclusion in MedTech conference.

3.4.9. Diversity and Inclusion in MedTech Executive (x3)

    3.4.9.1. Work in a team to organise and run the Diversity and Inclusion in MedTech conference.

3.4.10. Mentorship Programme Chair

    3.4.10.1. Lead the team and manage the organisation for the Mentorship Programme.

3.4.11. Mentorship Programme Executive (x2)

    3.4.11.1. Work in a team to organise and run the Mentorship Programme.

3.4.12. Portal Chair

    3.4.12.1. Lead the team and manage the organisation for producing, designing and building the portal site.

3.4.13. Portal Executive (x2)

    3.4.13.1. Work in a team to organise, producing, designing and building the portal site.

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. Talks from external speakers in areas of interest to the members.

4.3.2. Educational workshops in areas of interest to the members.

4.3.3. A hackathon-type event where members and non-members can gather to innovate and discuss new ideas for the future of medical technology.

4.3.4. A conference where members and non-members may gather to hear from, and network with some of the innovators in MedTech, from outside and inside UCL.

4.3.5. A 'Diversity and Inclusion in MedTech' series of events containing talks, panels and interactive events celebrating Diversity and Inclusion in MedTech Field.

4.3.6. A Mentorship Programme, to pair UCL students with specialist mentors in the MedTech field to advise students on how to thrive in the MedTech field.

4.3.7. Maintaining, growing, and continuously updating the online learning platform, 'The MedTech Portal' found on the MedTech UCL website. 'The MedTech Portal' should attempt to explain the field of MedTech comprehensively from its fundamental concepts to its latest news and developments. This should be through articles, videos, interviews, interactive learning resources and other online content. This platform should also contain a 'Start-Up Hub' advertising internship opportunities from MedTech companies and 'Learning Pathways', creating a short course/programme describing a MedTech sub-topic.

4.3.8. Committee meetings to discuss the direction of and plans for the society over the course of the year.

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

4.4.1. Social events whereby the members of the society can meet and enjoy socialising with other members.

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 MedTech 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.

	Name:	Grace Rachel Humphreys
President	Signature:	
	Date:	28/06/2024
	Name:	Arman Athwal
Treasurer	Signature:	
	Date:	28/06/2024