

2024-25

Constitution of Students' Union UCL

Karate Club

1. Name

- 1.1. The name of the club/society shall be Students' Union UCL Karate 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. Ensure the core activity for the society is carried out in a responsible and safe manner.
 - 3.1.3. Ensuring the club's zero tolerance to sexual harassment stance.
 - 3.1.4. Attend First Aid Training workshop if no qualification is already held.
 - 3.1.5. Brief all committee members on information learnt from training courses.
 - 3.1.6. Responsible for finding and registering a coach.
 - 3.1.7. Yearly room booking, finding a venue suitable for karate training.

- 3.1.8. Delegating tasks and forms to other committee members.
 - 3.1.9. Tasked with organising AGM and taking minutes and setting the agendas of committee meetings.
 - 3.1.10. Responsible for taking minutes in meetings.
 - 3.1.11. Be the lead organiser of events, core, and non-core, and responsible for appointing the event leaders.
- 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. In charge of collecting training fees.
 - 3.2.3. Depositing money into the club non-grant account.
 - 3.2.4. Will purchase all equipment for the club.
 - 3.2.5. Check coach invoices.
 - 3.2.6. In charge of karate merchandise/stash.
 - 3.2.7. Ensure timely submission of Payment Request Forms, Purchase Request Forms, and Budget Approval Forms.
 - 3.2.8. Make an annual inventory check.
 - 3.2.9. Ensure that there is a record kept of all transactions related to the club.
- 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.
 - 3.3.1.1. Assistant to other committee members
 - 3.3.1.2. represent the society members in matters pertaining to mental and physical health
 - 3.3.1.3. ensuring the club is inclusive
 - 3.3.1.4. ensuring the clubs o tolerance to sexual harassment stance
 - 3.3.1.5. organising and promoting events outside core activities for (but not exclusively):
 - 3.3.1.5.1. Female Students
 - 3.3.1.5.2. Postgraduate Students
 - 3.3.1.5.3. Mature Students
 - 3.3.1.5.4. Black, Asian and Minority Ethnic students
 - 3.3.1.5.5. Students with disabilities
 - 3.3.1.5.6. LGBTQ+ students

3.3.1.5.7. Beginners and new members

3.4. Additional Committee Members

3.4.1. Captain

- 3.4.1.1. Responsible for finding and registering a coach.
- 3.4.1.2. Organising BUCS Entries.
- 3.4.1.3. Assist in providing the right training for club members with regards to their competitive goals.
- 3.4.1.4. Organise travel and accommodation for away fixtures.
- 3.4.1.5. In charge of arranging friendly karate fixtures with other universities, and Varsity.
- 3.4.1.6. Ensuring there is enough kit and that the kit is appropriate for competitions.
- 3.4.1.7. 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.
- 3.4.1.8. The committee members shall perform the roles as described in Section 5 of the Student's Union UCL Club and Society Regulations.

3.4.2. Social Secretary

- 3.4.2.1. Organising social events for the club.
- 3.4.2.2. Ensuring all events are inclusive and that all members are invited.
- 3.4.2.3. Organise socials accessible for non-drinkers.
- 3.4.2.4. Collect feedback on events and amend social plans accordingly.
- 3.4.2.5. Send regular emails once a week detailing the events and happenings of the club.
- 3.4.2.6. In charge of all social media accounts, including Facebook, Instagram, etc.

3.4.3. Outreach Officer

- 3.4.3.1. Finding sponsorships for the club.
- 3.4.3.2. Organising volunteering events/opportunities for club members.
- 3.4.3.3. Create all publicity for the Welcome Fair, Varsity, BUCS and other non-core events organised by the club.
- 3.4.3.4. Creating opportunities by which the club can engage more with the general student body (e.g. taster sessions).

- 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. To hold Shito-ryu Karate-do- biweekly training sessions, in compliance and accordance with Kofukan England and Kofukan International's syllabus and guidelines.
 - 4.3.2. To attend the annual BUCS Karate National Competition in Term 2.
 - 4.3.3. To attend grading events organised by Kofukan England and/or Kofukan International.
- 4.4. In addition, the club/society shall also strive to organise other activities for its members where possible:
 - 4.4.1. Events within the Kofukan England and Kofukan International community, including, but not limited to, competitions and training workshops.
 - 4.4.2. Hosting an annual in house and/or Varsity competition.
- 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 Karate 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: Mathew Pearman
	Signature: Mathew Pearman
	Date: 10/07/2024
Treasurer	Name: Trisevgeni Papakonstantinou
	Signature: Trisevgeni Papakonstantinou
	Date: 10/07/2024