

2024-25

Constitution of Students' Union UCL

Taekwondo Club

1. Name

- 1.1. The name of the club/society shall be Students' Union UCL **UCL Taekwondo 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 must work with the Treasurer to ensure that a qualified instructor is employed for the duration of the year to ensure members are provided with the highest possible standard of tuition given the resources available.
- 3.1.3. The President must make sure that the whole committee meet at least once every half term to discuss club matters and ensure they are addressed and resolved in good time.
- 3.1.4. The President must make sure that decisions involving expenditures and entries into competitions are agreed with the majority of the committee members before taking any actions.
- 3.1.5. The President is responsible for managing sponsorship applications with the General Secretary and Treasurer and making sure that sponsorship agreements are being kept.
- 3.1.6. The President is responsible for finding new initiatives and activities for the club to engage in and managing its integration into club's core activities.
- 3.1.7. Responsible for all team entry sheets for competitions and needs to run it by the General Secretary and Treasurer before submission.
- 3.1.8. Responsible for the safekeeping of the club's Daedo Electronic Protective Scoring System (2 e-hogus, 2 transmitters, 1 charger, 1 receiver and aerial, and 1 USB with software).

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 will work with the President to ensure that the instructor is paid a fair and reasonable amount on a regular basis, and must maintain good communications with the instructor in order to facilitate an efficient and mutually beneficial arrangement.
- 3.2.3. The Treasurer must maintain accurate financial information for the club and must be aware of all transactions involving club accounts.
- 3.2.4. The Treasurer is responsible for getting sponsorships for the club: from communication with potential sponsors up to the point of signing the agreement, given it is permitted by the Union. All sponsorship work must be done with the President and General Secretary.
- 3.2.5. The Treasurer is responsible for kit and equipment orders, and money collection from the members.

3.3. Welfare Officer

- 3.3.1. The Welfare Officer is mainly responsible for the overall wellbeing of the members of the club.
- 3.3.2. The officer is responsible to monitor and attend to any concerns raised by any member which affects their ability to participate in the club's activities.
- 3.3.3. In the event of an accident or incident of injury especially one which requires medical attention, the officer is responsible to ensure that said member(s) are given the medical attention they need.
- 3.3.4. In the event of an accident or incident of injury, it is the responsibility of the Welfare Officer to record and report to the committee and Union.

3.4. Additional Committee Members

3.4.1. General Secretary

- 3.4.1.1. The General Secretary shall be responsible for the day-to-day administration of the club.
- 3.4.1.2. The General Secretary must facilitate regular and efficient communication within the Committee, and between the Committee and the members.
- 3.4.1.3. The General Secretary shall be responsible for drawing up sponsorship proposal for the club with the President and Treasurer.
- 3.4.1.4. Responsible for organising club trips to competitions, including travel and accommodation
- 3.4.1.5. Responsible for members' insurance (British Taekwondo memberships).
- 3.4.1.6. Responsible for grading forms and payment collection.

3.4.2. Club Advisory Officer

- 3.4.2.1. The advisory officer is a role for the outgoing President in order to help bridge the transition between committees and ensure that the new committee is fully up to speed about how the club is run.
- 3.4.2.2. The Advisory Officer must endeavour to aid other Committee members in the pursuit of their obligations.

3.4.3. Men's and Women's Captains

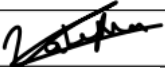

- 3.4.3.1. The two Captains are the figureheads for the club's involvement in competitions throughout the year and are there to organise, inspire and motivate the team.
- 3.4.3.2. They must be in attendance of almost every training session in order to act as assistants to our main coach.

- 3.4.3.3. They are responsible for ensuring the club equipment and kit is at training sessions.
- 3.4.3.4. The role of the Captains is less of an administrative one within the committee, although there should be communication, but rather to ensure there is a strong basis of competition involvement in the club; in this context the Captains should work with the committee to ensure this can be facilitated.
- 3.4.3.5. The two Captains are responsible for constant tracking of members' individual progress and satisfaction with training. They are the main point of contact between members and the coach.
- 3.4.3.6. They are responsible for the maintenance and cleaning of club kit at least once a year.
- 3.4.4. Social Secretary**
 - 3.4.4.1. The Social Secretary shall be responsible for organising social events for the club.
 - 3.4.4.2. The Social Secretary must maintain good communication with other members of the committee to ensure social events are appropriately funded and publicised.
 - 3.4.4.3. The Social Secretary must maintain social media coverage of club's activities (primarily Instagram and Facebook, as well as the union, and other student publications).
 - 3.4.4.4. The Social Secretary is responsible for facilitating the club's communication with charities and participation in charitable events, at least once a term.
 - 3.4.4.5. The Social Secretary must maintain communication with other university taekwondo clubs and arrange joint social events to take place at least once a term.
- 3.4.5. Community Outreach Officer**
 - 3.4.5.1. The Community Outreach Officer will be responsible for the club's engagement with the outside communities in UCL and external of UCL.
 - 3.4.5.2. The officer is responsible in managing relations and plans between the club and our charity partners mainly Haven House Children's Hospice and the Taekwondo Humanitarian Fund (THF).
 - 3.4.5.3. The officer is to encourage members to actively participate in volunteering activities within and outside of the club
- 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 provide a safe and friendly environment in which our members can learn Taekwondo; this includes abiding by the five tenets of Taekwondo (modesty, etiquette, perseverance, self-control, and indomitable spirit). The purpose of this is to create an environment of mutual respect and positivity through the study of Taekwondo. Members who knowingly contravene these principles will not be permitted to participate in club activities.**

- 4.3.2. To provide the highest standard of tuition possible, given the resources available. In order to facilitate this, there must be:
- 4.3.2.1. At least 3-4 sessions of training per week, with each session lasting for no less than one hour; sessions will consist of fitness training and training in specific Taekwondo disciplines: kyorugi (sparring) practice, poomsae (patterns) practice, self-defence, and stretching.
 - 4.3.2.2. Provision to employ a qualified and experienced instructor to lead the training sessions throughout the year, and to prepare students for gradings and tournaments.
 - 4.3.2.3. Equipment available that is safe, in good working condition, and appropriate to the training being undertaken. When equipment is no longer safe to use, it is the responsibility of the Committee to purchase new equipment, in order to ensure that members have continued access to the best possible facilities to practice and improve their skills.
- 4.3.3. To provide opportunities for members to take part in local and national competitions, and be trained to a sufficient standard to give them a fair chance in their chosen discipline. The club must also send a team to the British Student Taekwondo Federation (BSTF) National Championships every year and ensure that this endeavour is adequately funded, making it as affordable as reasonably possible for competitors.
- 4.3.4. To organise grading events in association with the instructor to provide members with the opportunity to test their skills and obtain merit for their achievements. There must be at least three gradings per year.
- 4.3.5. To organise social events in order to ensure that there are ample opportunities for members to interact outside of training, as this will create an atmosphere of unity and respect which will improve our individual and collective performances. There must be at least two social events per term.
- 4.3.6. Fight camps (intensive training days) with high-class taekwondo coaches at least once during the academic year to facilitate full range taekwondo experience and give members exposure to renown masters in taekwondo.
- 4.3.7. Extra training sessions in addition to those regularly scheduled (1-2 weeks prior to big competitions) for members willing to participate.
- 4.4. In addition, the club/society shall also strive to organise other activities for its members where possible:
- 4.4.1. To provide members with particular enthusiasm with the opportunity to participate in events within the wider Taekwondo community (for example the BSTF Easter Fight Camp).
- 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 **Taekwondo 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: Valentina Hussein
	Signature: 
	Date: 19/07/24
Treasurer	Name: Christopher Galicia Escudero
	Signature: 
	Date: 19/07/24