**THE CONSTITUTION OF THE UNIVERSITY COLLEGE LONDON FLOORBALL CLUB**



1. **Name**
	1. The name of the club shall be the University College London (UCL) Floorball Club (hereinafter referred to as “Floorball Club” or “the club”).
	2. The club shall be affiliated to the UCL Students’ Union (hereinafter referred to as the “Union”.)
	3. The official logo of the society shall be as depicted in ‘Figure (i)’ (top-right corner of this document).
2. **Statement of Intent**
	1. The constitution, regulations, management and conduct of the club shall abide by all Union Policy, and shall be bound by the Union Memorandum and Articles of Association and Byelaws, the Club and Society Regulations and the Club and Society Procedures and Guidance, laid out in “how to guides”.
	2. The club stresses that it abides by the Union’s Equal Opportunities Policies, and that club regulations pertaining to membership of the society or election to management of the club shall not contravene this policy.
	3. The Club and Society Regulations can be found at the following website:

#### www.studentsunionucl.org

1. **The Society Committee**
	1. The Club Committee (hereinafter referred to as “the committee”) shall comprise of a President, Vice-President, Treasurer, and Welfare Officer.
		1. President and Treasurer are the Principal Officers and are necessary for the formation of the committee.
		2. Welfare Officer is not a Principal Officer but is necessary for the formation of the committee.
		3. Vice-President is an optional position and is not necessary for the formation of the committee
	2. The Officers shall hold office from the day after the end of term 3 until the last day of term 3 in the following academic year
		1. Officers have an option to resign in accordance with 5.6 of UCLU’s Club and Society Regulations
	3. The Committee owes a duty of utmost loyalty to the Club and its members and shall always work in the best interests of the club, as a whole.
	4. The Committee’s main roles, throughout its term, are to ensure the smooth functioning of the club, to organise and ensure the smooth running of the club’s events and activities, to ensure club money and property is dealt with in a responsible manner and to ensure the general well-being of all the members of the club.
	5. Management of the society shall be vested in the Club Committee which shall endeavour to meet regularly during term time (excluding college reading weeks) to organise and evaluate the Club’s activities.
	6. The storing of the Club’s equipment and transporting to and from Club events of the equipment is to be equitably divided solely amongst the Committee members throughout the academic year.
	7. The Committee is prohibited from spending more than 75% of the Club’s monetary reserves (Money that the committee finds passed over to it in the non-grant account of the Club at the start of its term), unless they face an emergency situation as outlined in section 6 of this constitution.
	8. The Committee will perform their roles in accordance with section 5 of the Union’s Club and Society Regulations document.
	9. Committee members are elected to represent the interests and well-being of the Club and are accountable to the Club’s members. If Club members are not satisfied by the performance of their representative officers they may call for a motion of no-confidence in line with section 5.6 of the Club and Society Regulations.
2. **The Individual Roles of the Committee**
	1. **President**
		1. The President’s primary role with regards to the Union is laid out in section 5.7 of the Club and Society Regulations.
		2. The President’s primary role with regards to the administration of the Club are outlined as follows;
			1. The President is the head of the Club and shall be the face of the club in its dealings with external parties.
			2. The President shall head the Committee and shall ensure the Committee adhere to their collective and individual roles.
			3. The President shall ensure that every member of the Club has a platform to voice their opinions and make suggestions on the running of the Club.
			4. The President shall take into account the views of the Committee and all members of the Club when making decisions affecting the Club.
			5. The President shall be personally accountable for ensuring that the Club’s money is spent reasonably and responsibly in the best interests of the club and shall be personally liable for any gross misspending of Club money authorised by the Committee.
		3. The President’s primary role with regards to the day to day running of the Club are outlined as follows;
			1. The President shall be in-charge of trainings and ensure that there is a responsible person leading training sessions with first aid trained members present.
			2. The President shall be in charge of sourcing for and ensuring the booking of training venues for training sessions.
			3. The President shall strive to actively foster relations with other floorball clubs and actively seek for or seek to create opportunities for friendly matches and tournaments with them.
			4. The President shall be in-charge of looking for new equipment and keeping an account of the general workability of all property under the Club.
			5. The President shall be in-charge of planning for the Freshers period and shall actively promote and boost the profile and reputation of the Club.
		4. The President’s duties with regards to the Annual General Meeting are outlined as follows;
			1. At the Annual General Meeting, the President is responsible for preparing an overview of their yearly activities and the wellbeing of the club (including, but not limited to, as described above).
			2. The President is responsible for ensuring the elections for new club officers are done in line with the regulations specified in the Club and Society Regulation document.
			3. The outgoing President shall actively seek to encourage Club members to run for Committee positions for the new term.
			4. The President has the ability to change the nature and content of any Committee roles as well as add, remove or merge any Committee roles for the purpose of their smooth running of the Club and Committee only.
	2. **Vice-President**
		1. The Vice-President’s primary roles are laid out as follows;
			1. The Vice-President shall assist the President in all Club matters, where reasonable, to the best of their ability.
			2. The Vice-President shall be in-charge of organising social events outside of trainings on behalf of the Club for its members.
			3. The Vice-President is responsible for ensuring the general welfare of members.
			4. The Vice-President is primarily responsible for all of the Club’s social media accounts and publicity platforms and shall ensure that the Club’s profile is actively promoted throughout the year through regular (at least once a week) posts through the Club’s Facebook group page and Club’s Instagram account.
			5. The Vice-President shall be in-charge of sourcing for suitable vendors and designs for jerseys for the Club’s members.
			6. The Vice-President shall seek volunteering opportunities in line with the aims listed in section 7.3 of this constitution.
		2. In the case that a Vice-President is not elected their duty shall be assumed by the Welfare Officer
	3. **Treasurer**
		1. The Treasurer’s primary role with regards to the Union is laid out in section 5.8 of the Club and Society Regulations.
		2. The Treasurer’s primary role with regards to the Club are outlined as follows;
			1. The Treasurer shall be primarily responsible for ensuring that all of the Club’s money and property is reasonably and responsibly dealt with.
			2. The Treasurer shall ensure that spending of Club money is done in a sustainable manner.
			3. The Treasurer shall be in-charge of ensuring the timely submission of administrative forms to the Union to ensure the smooth functioning of the Club’s activities.
			4. The Treasurer shall be in-charge of actively seeking sponsorship opportunities and other sources of funding, throughout the academic year.
			5. The Treasurer shall be in-charge of processing any payments out of the Club’s accounts.
			6. The Treasurer shall be in-charge of ensuring all membership fees are paid promptly and in full by Club members.
			7. The Treasurer shall co-plan the budget with the President prior to the start of the academic year and ensure that the spending remains on track throughout the year.
	4. **Welfare Officer**
		1. The Welfare Officer’s primary role with regards to the Union is laid out in section 5.9 of the Club and Society Regulations.
		2. The Welfare Officer’s primary role with regards to the Club are outlined as follows;
			1. The Welfare Officer shall be the main point of contact for Club members regarding welfare concerns and enquiries.
			2. The Welfare Officer shall be up to date with the Union’s policies on Equal Opportunities and available resources for support or escalation of concerns.
			3. The Welfare Officer shall assist the Pride-in-Sport Representative of the Club in upholding the Pride-in-Sport pledge.
			4. The Welfare Officer shall assist the Committee in reporting incidents or any near miss occurrences on RiskNET.
3. **Non-Committee Advisory Roles**
	1. All Ex-Presidents that are active Club members and the informally appointed trainer/coach of the Club shall have Non-Committee Advisory roles.
	2. All holders of Non-Committee Advisory roles shall have a check and balance role in ensuring the Committee performs their collective and individual roles.
	3. All holders of Non-Committee Advisory roles cannot have a vote nor intervene or voice their unrequested opinions on Committee decisions. Their role is strictly limited to an advisory capacity and to ensuring the adherence of the Committee to their collective and individual roles.
	4. All holders of Non-Committee Advisory roles shall be able to ask for an account of the Club’s monetary accounts.
	5. Ex-Presidents shall strive to seek sponsorship opportunities and promote the profile of the club but shall ensure that this is done in line with the Committee’s aims and policies.
	6. In emergency situations as specified in section 6 of this constitution, all holders of Non-Committee Advisory roles shall work with the Committee to strive to ensure the Club’s future is secure.
4. **Emergency Situations**
	1. The Committee shall devote as much of their time as reasonable to the handling of Club affairs in emergency situations.
	2. Emergency Situations include;
		1. Any risk posed to club with regards to disaffiliation from the Union due to a lack of members.
		2. Any injuries suffered by a Club member during Club activities or events.
		3. Any gross financial debt the Club manages to incur despite the reasonable and responsible spending of Club money.
	3. Any other situation encountered by the Committee and the Club shall only be deemed an ‘Emergency Situation’ if a majority of members in a Non-Committee Advisory role agree.
5. **Competitive tournaments**
	1. The Club shall aim to participate in at least one competitive tournament per term.
		1. Competitive tournaments can be organised with individual clubs or through UKFF.
	2. Official UCL Floorball Kit primary colour shall be regal purple.
		1. Goalkeeper kit shall be exempt from this point
		2. The Committee shall source kits at the beginning of a new season.
			1. All members shall be offered the opportunity to order kit if they so wish
		3. Kit shall include a jersey and shorts as a minimum.
		4. Members are encouraged to purchase the official kit or wear purple jerseys or bibs on game days.
	3. Games against London United shall be designated as Derby matches.
	4. The Committee shall be responsible for communicating to members all match opportunities and assembling a squad.
		1. All members shall be permitted to participate in competitive tournaments unless a squad limit is imposed by the organisers in which case trials may be held to enter the team sheet.
	5. The Committee shall present to members a travel suggestion that is considered to be cheapest and easiest
	6. All registered players shall be given an opportunity to play on a match day and none shall be unnecessarily kept from contributing.
6. **General Aims and Objectives of the Club**
	1. The Club shall strive to hold court-based trainings at least once a week with the aspiration to hold such trainings in greater regularity where Club funds reasonably permit.
	2. The Club shall aim to maximise its opportunities to participate in competitive and friendly matches and tournaments with other Floorball clubs.
	3. The Club shall aim to participate in at least one volunteering activity to benefit a chosen London community during the course of the year.
	4. All members of the Club shall give their full cooperation and effort during training sessions so as to improve the quality of training sessions for themselves and other members.
	5. All members of the Club shall be prompt in responding to questions posed by Committee members with regards to matters pertaining to the Club and their involvement in the Club, so as to facilitate the smooth running of the Club.
	6. All members of the Club shall be prompt in any payments that are to be made to the Club fund or Committee members that have spent funds in the course of their duties for the benefit of the particular club member.
7. This constitution shall be binding on the Club officers and shall only be altered by consent of two-thirds majority of the full members present at a society general meeting. Activities Network Executive shall approve any such alterations.
8. This constitution has been approved and accepted as the Constitution for the University College London Floorball Club. By signing this document the President and Treasurer have declared that they have read and abide by the Clubs and Societies Regulations.

Erich Farkas Too Tat Rui

*Club President*

 *Club Treasurer*