

1. Name

- 1.1. The name of the society shall be the Students' Union UCL (SU UCL) **Writers' Society**.
- 1.2. The society shall be affiliated to SU UCL.

2. Statement of Intent

- 2.1. The constitution, regulations, management and conduct of the society shall abide by all SU UCL Policy, and shall be bound by the SU UCL 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".
- 2.2. The society stresses that it abides by SU UCL Equal Opportunities Policies, and that society regulations pertaining to membership of the society or election to management of the society shall not contravene this policy.
- 2.3. The Club and Society Regulations can be found at the following website:
<https://studentsunionucl.org/content/clubs-and-societies>

3. The Society Committee

3.1. President

- 3.1.1. The President's primary role is laid out in section 5.7 of the Club and Society Regulations.
- 3.1.2. The President will act on behalf of the society to guide its members, including its committee, and provide a service for all creative writers at UCL who wish to take part.
- 3.1.3. The President must fill or find persons to fill the roles of committee members who are absent or lacking.
- 3.1.4. The President has a responsibility to permit freedom of the spoken and written word in the work submitted to the society, but the right and the obligation to intervene when said work or feedback inflames open discrimination and abuse from and to its members.
- 3.1.5. President must organize monthly committee meetings for which a majority of the committee is available and must make sure they are attended

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 manage the budget of the society with the primary goal of allowing its termly magazine, 'The Writer's Block', and annual Anthology, 'The Writers' Society Anthology', to continue.
- 3.2.3. The Treasurer shall be responsible for raising funds for the society to achieve their primary goal.

3.3. Additional committee members

- 3.3.1. Chair of Prose Group – to organise, chair and publicise the fortnightly Prose and scriptwriting Feedback Sessions, to offer support for the prose editing teams for magazine and anthology, and responsibility to nominate a judge for prose for the competition, in years when the competition takes place.
- 3.3.2. Chair of Poetry Group – to organise, chair and publicise the fortnightly Poetry Sessions, to offer support for the poetry editing teams for magazine and anthology, and responsibility to nominate a judge for poetry for the competition, in years when the competition takes place.
- 3.3.3. Materials Editor – to compile, enlist writers, select work, design (or find collaborators for design aspects), promote and distribute the publications of the society, and liaise with the treasurer in order to finance this endeavour.

- 3.3.4. Events Manager – to arrange the monthly Open Mic Nights at a public house or UCLU bar, to find speakers for this event from amongst the Society’s members and to find guest speakers who can inspire its members. Additionally, the events managers should arrange, in collaboration with the President and other committee members, any other non-staple event not in this constitution that the society wishes to put on.
- 3.3.5. Chair of Performing Arts – to arrange monthly performance workshops, to organize the selection of our UniSlam team and their coordination.
- 3.3.6. Welfare Officer.
- 3.3.7. Community Outreach Officer – link role for Volunteering opportunities.
- 3.3.8. Publicity Manager – to make posters for events, write fortnightly emails and manage the society social media across different platforms.
- 3.4. Management of the society shall be vested in the Society Committee, which shall endeavour to meet regularly during term time (excluding college reading weeks) to organise and evaluate the Society’s activities.
- 3.5. The Committee members will perform the roles as described in section 5 of the SU UCL Club and Society Regulations document.
- 3.6. Committee members are elected to represent the interests and well-being of Society members and are able to be held to account. If Society 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.
- 3.7. Committee members must attend monthly committee meetings organized by the president to go over the progress of the society and future plans

4. Terms, Aims and Objectives

- 4.1. The society shall hold the following as its aims and objectives.
- 4.2. The 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 Writers’ Society shall not charge for participation in core activities. The core activities of the society shall be:
 - 4.3.1. Prose Feedback Sessions – A fortnightly meeting of creative prose writers. The aim is to provide roundtable feedback for three or more pieces of work submitted in advance of the session, providing the writer with information to improve their work. This session should last two hours.
 - 4.3.2. Poetry Feedback Sessions – A fortnightly meeting of poets. The aim is to provide roundtable feedback for a selection of poetry brought to the session providing the writers with information to improve their work. This session should last two hours.
 - 4.3.3. Open Mic Nights – An evening of spoken word performances from members of the society and guests. Should be organised once a month.
- 4.4. In addition, the society shall also strive to organise other activities for its members where possible:
 - 4.4.1. Talks by authors, poets, scriptwriters, publishers, editors and others in the creative industries.
 - 4.4.2. Creative writing sessions – a monthly session during which writers can collaboratively explore prompts, themes and other sources of inspiration in order to create new work. These sessions may be related to upcoming publications or events.
 - 4.4.3. International Writing sessions – events where members are invited to share their work or other literary works in languages other than English.
 - 4.4.4. UniSlam – annual festival bringing together poets from the UK and Ireland for the UK’s largest team poetry slam tournament, workshops, talks, masterclasses and fringe events. The Writers’ Society may try to send a team of performers every year.

5. This constitution shall be binding on the society 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.
6. This constitution has been approved and accepted as the Constitution for the University College London Union Writers' Society. By signing this document the President and Treasurer have declared that they have read and abide by the Clubs and Societies Regulations.

Society President Name

Oriol Roche i Morgó

Society Treasurer Name

Beatriz Valero de Urquía