**St George’s Hospital Athletics Club**

**Constitution**

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**Contents**

1. Name and Colours
2. Aims and Objectives
3. Membership
4. Subscriptions and Finance
5. Club Officials
6. Duties of Club Officials
7. Meetings
8. Voting
9. Constitutional Changes
10. Complaints Procedure
11. SGSU Commitments
12. Discipline
13. Declaration
14. **Name and Colours**
	1. The Club’s name shall be St George’s Hospital Athletics Club (SGHAC).
	2. The Club’s colours shall be green and gold.
15. **Aims & Objectives**
	1. The aims of the Club shall be:
* to encourage and provide opportunities for members to run for fitness and socially
* to facilitate training and competition in the sport of athletics, including track & field, cross-country and road running
	1. The aims shall be achieved by organising social club runs & training sessions, and entering athletes into competitions such as:
* London Colleges League
* LUCA Outdoors & Indoors
* BUCS XC, Indoors & Outdoors for the University of London
* Hyde Park Relays
* Parkruns

The Club will seek to establish a partnership with the local club Herne Hill Harriers in order to provide coaching and racing opportunities for members.

1. **Membership**
	1. Membership of the Club will be open to all members of SGSU in accordance with SGSU Constitution and Policy, as well as staff and alumni of SGUL and staff of St George’s Hospital.
	2. Members of the Club shall act in accordance with SGSU Constitution and Policy.

4.0 **Subscriptions and Finance**

4.1 A membership fee is required from all Club members. The Club Officials shall determine this fee and are responsible for its collection.

* 1. The Club’s financial matters shall be dealt with in accordance with SGSU Constitution and Policy.
	2. Athletes must have paid their subscription fees in order to be able to compete.
1. **Club Officials**
	1. An elected committee will conduct the running of the Club.
	2. The committee shall ensure that the Club abides by this Constitution.
	3. The committee will consist of the following officers who shall

be members of SGSU:

* President
* Treasurer
* Secretary
* Cross – Country / Road Captain
* Track & Field Captain
* Social Secretary
	1. The committee will serve for one academic year.
1. **Club Committee**

The responsibilities for each position are as follows:

6.1 **President**

·  Guiding the direction of the club; promoting improvement and expansion of the club over time

·  Ensuring all club events comply with health and safety laws, rules and regulations and that risk assessments are completed for events outside their usual activity.

·   Chairing meetings of the club and its committee

6.2 **Treasurer**

 ·        Keeping records of all financial transactions;

 ·        Ensuring the club does not incur a financial deficit;

 ·        Keeping the club financially viable;

6.3 **Secretary**

· Communicating with organisations on behalf of the Club, including organising the Club’s kit supply and pursuing sponsorship

· Taking minutes from committee meetings and circulating these to members

· Communicating Club news with members

· Ensuring the club has an online presence; setting up and managing the Club’s

 Facebook, Twitter & Instagram pages

· Increasing awareness of the activities of the Club e.g. displaying posters to promote events

6.4 **Track & Field Captain**

·       Leading the track & field side of the club, including:

* Organising and leading training sessions
* Communicating information to athletes
* Encouraging participation from all and widening opportunities to try out new disciplines
* Managing entries to track & field events
* Undergoing first aid training as organised by SGSU
	1. **Cross-Country/Road Captain**

·       Leading the cross-country/road side of the club, including:

* Organising and leading training sessions
* Communicating information to athletes
* Co-ordinating club social runs
* Encouraging all to participate through group runs as well as the London Colleges League, Hyde Park Relays and parkruns
* Managing entries to events
* Undergoing first aid training as organised by SGSU

6.6  **Social Secretary**

·       Organising regular events for members throughout the year to promote the social aspect of the club, for example circles or dinners

* 1. **Welfare Officer**
* Being a point of contact for any members with concerns/problems regarding their welfare or the welfare of others
* Acting on these concerns either within the club or if they deem necessary by contacting the relevant people in the University

6.8 The committee as a whole are responsible for:

·     Promotion of the club throughout the year to actively encourage membership;

·     Ensuring health and safety is complied with and risk assessments completed for club events;

· Fulfilling their roles efficiently and completely;

·     Ensuring memberships are bought by members of the club

·     Preparing a written handover for their successors and meeting them in person.

·     Upholding the values and image of the club.

· Organising the stall at Fresher’s Fayre and events during Fresher's Fortnight in order to attract and retain members.

· Ensuring the club is represented at council meetings of SGSU and LUCA.

6.9 The committee shall be elected by full members of the club at an Annual General Meeting (AGM), which must be held before the end of the academic year. The AGM can be either

·       Face to Face AGM –Responsibility of a fair and democratic election falls on the Returning Officer, which shall be the outgoing President. If that President is re-running then another committee member must take up the role of Returning Officer.

·       Electronic AGM – Must be ran on the website

6.10 Executive committee members shall serve one year in office.

6.11 If any vacancies occur in the club’s committee during the academic year, they shall be democratically filled as soon as is convenient via an electronic Extraordinary General Meeting (eEGM).

6.12 Committee members may be removed from their position by a motion of no confidence by a two-thirds majority of club members present at an EGM.

7.0 **Meetings**

7.1 The Club Committee shall meet regularly during term time, at a minimum of once a month.

7.2 Regular Committee meetings are required to discuss all Club matters. Minutes shall be made available to SGSU for ratification.

8.0 **Voting**

8.1 This shall take place for the election of Officials and any other issue that the Club deems to be of importance.

8.2 The committee shall be elected by full members of the club at an Annual General Meeting (AGM), which must be held before the end of the academic year.

* 1. Only Club members shall be entitled to vote.
	2. The results of any election shall be passed to the Sports/Societies Officer and the General Secretary of SGSU at the earliest opportunity.
	3. In the event of an electoral tie, disputes will be settled by the running of a beer mile, with the fastest time taking the position.

1. **Changes to the Club Constitution**

9.1 Changes can be implemented if a two-thirds majority is obtained at an annual or extraordinary general meeting of the Club.

* 1. Any changes shall be deemed provisional until passed to the Sports/Societies Officer and the General Secretary of SGSU at the earliest opportunity and subsequently ratified.
1. **Clubs/Societies Complaints Procedure**
	1. Any complaints shall be dealt with in accordance with SGSU Constitution and Policy.
2. **SGSU Commitments**
	1. The Club shall adhere to SGSU Constitution and Policy

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1. **Discipline**
	1. Any disciplinary matters shall be dealt with in accordance with SGSU Constitution and Policy.
	2. As taken from the LUCA Constitution, all members shall abide by the Equal Opportunities Statement:

*‘Discrimination of any kind against a private person or group of people on account of race, skin colour, ethnicity, national or social origin, gender, language, religion, political opinion, or any other opinion, wealth, birth or any other status, sexual orientation or any other reason is strictly prohibited and punishable by suspension from membership of the club.’*

1. **Declaration**

**I declare that the St George’s Hospital Athletics Club shall abide by this**

**Constitution, drawn up on this 17th day of the 5th month, 2017**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Club President**

Sign, Print and Date

**I declare that this Constitution has been ratified by SGSU and the**

**St George’s Hospital Athletics Club is hereby recognized by SGSU**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **SGSU Sports/Societies Officer**

Sign, Print and Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **SGSU General Secretary**