

# Constitution for ICU Dodgeball

## 1. Name

- 1.1 The club shall be a member of the Sports Committee.
- 1.2 The name of the Club shall be Dodgeball, hereafter referred to as 'the club'.

## 2. Aims & Objectives

- 2.1 The objective of the Club is to carry on activities that benefit its members. In particular (but not exclusively), the Club aims to: Facilitate the playing and coaching of organised Dodgeball pursuant British Dodgeball Rules and Regulations; increase membership numbers, particularly our female presence, through improved communications and a wide range of Club activities; Participate and succeed in British Dodgeball's Tournament and League System; Facilitate social events to foster camaraderie among members.
- 2.2 The Club aims to arrange for times, equipment, transportation and venues for the activities as described above.

## 3. Statement of Intent

- 3.1 The constitution, regulations, management and conduct of the club shall abide by all Imperial College Union Policy, and shall be bound by the Imperial College Union Constitution and Regulations.
- 3.2 The club stresses that it abides by the Imperial College Union Equal Opportunities Policy, and that club regulations pertaining to membership of the club and election to management of the club shall not contravene this policy.
- 3.3 The club shall also be governed by the Management Group Standing Orders where the Management Group is determined the New Clubs Committee in the first instance, then as per the Clubs & Societies Policy.

## 4. Membership

- 4.1 The following shall be eligible to become members of the club:
  - 4.1.1 ICU Full Members
  - 4.1.2 ICU Associate Members
  - 4.1.3 ICU Life Members
- 4.2 Any club member who is a full member of ICU shall be a 'full member' of the club, all other members shall be 'associate members' of the club.
- 4.3 All members shall join the club, a membership fee may be set by the club committee but shall not be less than that specified by the ICU Clubs & Societies Board.

## 5. Committee

- 5.1 President
- 5.2 Kit Secretary
- 5.3 Treasurer
- 5.4 Club Secretary
- 5.5 Social Secretary
- 5.6 Sponsorship Secretary
- 5.7 Tour Secretary
- 5.8 Men's 1st Team Captain
- 5.9 Men's 2nd Team Captain
- 5.10 Men's 3rd Team Captain
- 5.11 Women's 1st Team Captain
- 5.12 Women's 2nd Team Captain

## 6. Management and Job Descriptions

- 6.1 The Chair shall represent the club on the Management Group Board, and shall be responsible for making sure that the club is run according to the club constitution and Imperial College Union's Code of Conduct for Clubs, Societies & Projects as far as can be reasonably expected.
- 6.2 The Chair and Treasurer shall sign an ICU Financial Responsibility form, and shall be aware of the ICU Financial Regulations.

# Constitution for ICU Dodgeball

- 6.3 The Treasurer shall carry out the day to day financial duties of the club.
- 6.4 The President shall represent the Club on the Management Group Board. He/she/they shall be responsible for ensuring that the Club is run in accordance with the Club Constitution and ICU's Code of Conduct for Clubs and Societies as far as can be reasonably expected. The President shall be responsible for running training events, but may delegate this task in the event that he/she/they is unavailable.
- 6.5 The Kit Secretary shall arrange for the maintenance of existing Club equipment, hereafter referred to as kit. He/she/they will order new equipment for the kit and general clothing whenever this is required.
- 6.6 The Treasurer shall carry out the day to day financial duties of the Club and ensure that Club finances are healthy and utilized wisely..
- 6.7 The Club Secretary shall be responsible for keeping the Club records in good order as well as entering the Club into tournaments, organising friendly matches, and arranging travel to and from tournaments. Additionally, they will be responsible for maintaining the Club website and social media pages, and using them to advertise the Club and its events..
- 6.8 The Social Secretary shall be responsible for organising Club social events at least twice a term.
- 6.9 The Sponsorship Secretary shall be responsible for fostering and maintaining strong relationships with current and prospective sponsors.
- 6.10 The Tour Secretary shall be responsible for organising and booking one tour abroad. This will include: liaising with another dodgeball club to organise a friendly; organising travel and accommodation and planning any social activities we will do.
- 6.11 The Women's 2nd Team Captain shall be responsible for team selection for the Women's Second Team; coaching, skill development and team tactics; and deciding which tournaments to compete in..
- 6.12 The Men's 2nd Team Captain shall be responsible for team selection for the Men's Second Team; coaching, skill development and team tactics; and deciding which tournaments to compete in. .
- 6.13 The Men's 1st Team Captain shall be responsible for team selection for the Men's First Team; coaching, skill development and team tactics; and deciding which tournaments to compete in. .
- 6.14 The Men's 3rd Team Captain shall be responsible for team selection for the Men's Third Team; coaching, skill development and team tactics; and deciding which tournaments to compete in. .
- 6.15 The Women's 1st Team Captain shall be responsible for team selection for the Women's First Team; coaching, skill development and team tactics; and deciding which tournaments to compete in. .

## 7. Committee Meetings

- 7.1 Committee meetings shall be called by the Chair of the club and held at least monthly.
- 7.2 At least five College days' notice of a committee meeting must be given to the committee.
- 7.3 Only committee members may vote at a committee meeting, but full and associate members of the club may be invited and speak.
- 7.4 Quorum shall be two-thirds of the committee of the club.
- 7.5 Decision shall be reached by simple majority of the committee members present.

## 8. General Meetings

- 8.1 A general meeting may be called by the club Chair, quorum of the committee or by ten full members of the club; this must be submitted to the Chair in writing. The general meeting must be held within ten College days of receipt of the proposal.
- 8.2 General meetings may only be held during undergraduate term time.
- 8.3 At least five College days' notice of a general meeting must be given to the club membership.
- 8.4 Only full members of the club may vote at general meetings.
- 8.5 Quorum of the meeting shall be half of the full club members.
- 8.6 Decision shall be reached by a simple majority of the full members present.

## 9. Annual General Meeting

- 9.1 The AGM shall be held during the second term of the academic year, unless permission is obtained from the Deputy President (Clubs & Societies). The AGM shall have as its main business:

# Constitution for ICU Dodgeball

9.1.1 The presentation of the report of activities, including financial activities, for the past year.

9.1.2 The election of the committee for the next session.

9.2 An agenda giving notice of the AGM must be circulated to all club members at least ten College days in advance.

9.3 Nominations for club officers must be posted at least ten days in advance of the meeting and closed before the meeting.

9.3.1 Each nomination shall require one proposer and normally 4 seconders who shall be full members of the club.

9.3.2 In the event of there being no nomination for a post within the stipulated time then nominations may be accepted from the floor at the AGM.

9.4 The quorum of the AGM shall be half of the full members of the club.

9.5 In the event that no person is voted in to a post or of resignation from a position, the Chair will undertake the duties until such time as the post is filled. Elections to fill such a vacant post should take place at a general meeting and shall be subject to the same rules as per AGM.

9.6 Further guidance on elections can be found in the Election Regulations for Imperial College Union.

## 10. Finance

10.1 The club may receive grant from Imperial College Union and shall administer this and any self-generated income in accordance with the Imperial College Union Financial Regulations.

10.2 The club Treasurer will provide the Treasurer of the Management Group with a detailed budget for the following academic year during the first half of the second term of the academic year.

10.3 Budgets for events shall be submitted to the Management Group Treasurer and/or the Deputy President (Finance & Services) for inspection and approval in accordance with the Financial Regulations no later than two weeks before the date of the event.

## 11. Health & Safety

11.1 The club acknowledges its duty of care to its members and will abide by Imperial College Union's Health & Safety Policy, and Imperial College Union's Code of Conduct for Clubs, Societies & Projects.

11.2 The club will submit an annual Risk Assessment to the Deputy President (Clubs & Societies) for its activities.

## 12. Additional Activities

## 13. Constitution

13.1 The Constitution shall only be altered by consent of two-thirds majority of the full members present at a general meeting. The Management Group shall approve any such alterations.

13.2 This Constitution shall be binding on the club officers and members, and all other constitutions are hereby revoked.

13.3 This Constitution has been approved in accordance with 13.1. above, and accepted as the Constitution for Dodgeball on 28/01/2021 by Waqas Haque and Amanda Barden