

The Constitution of Students' Union UCL

180 Degrees Consulting

1 Name

- 1.1 The name of the club/society shall be Students' Union UCL 180 Degrees Consulting.
- 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 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 To chair Committee, General and Annual General Meetings (held during the calendar year) of the society unless otherwise designated to another member by President;
- 3.1.3. To oversee and coordinate the activities and administration of the society;
- 3.1.4. To ensure that the elected officers of the society perform duties as laid down by having a thorough grasp of the society's Constitution;
- 3.1.5. To act as official spokesperson for the society;
- 3.1.6. To liaise with other chapters and branches of 180 Degrees Consulting, as well as the Global Leadership Team (GLT);
- 3.1.7. To ensure that the UCLU is informed of changes to the Committee;
- 3.1.8. To organise meetings, agendas, and book rooms;
- 3.1.9. To coordinate elections and open any recruiting cycles for the Committee;
- 3.1.10. To present an Executive Summary of the year's activities at the AGM;
- 3.1.11. To pass on their relevant knowledge to successors;

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. To keep and maintain all society financial records;
- 3.2.3. To keep the society informed of its financial position at committee meetings;
- 3.2.4. To carry out financial transactions as directed by the Committee;
- 3.2.5. To not lend money, under any circumstances to yourself, society members or other clubs and societies;
- 3.2.6. To not put the society in debt that cannot be repaid;

- 3.2.7. To pay all accounts as needed by the UCLU;
- 3.2.8. To ensure that society funds are not misused at any time;
- 3.2.9. To be aware of the UCLU funding system, its requirements and its possibilities for the club;
- 3.2.10. To arrive at a membership fee with the Committee and submit the relevant documentation to UCLU;
- 3.2.11. To liaise with the UCLU and departments of the University where necessary;
- 3.2.12. To present a Financial Report at the AGM;
- 3.2.13. To ensure that under no circumstances are any expenses to be met without documentation;

3.3 Welfare Officer

- 3.3.1 The welfare officer's primary role is laid out in section 5.9 of the Club and Society Regulations

3.4 Events and Partnerships Director

- 3.4.1. To actively seek and maintain external relations for the society;
- 3.4.2. To endeavour to secure sponsorships for the society from relevant parties;
- 3.4.3. To procure mentorships and partnerships for consultant training;
- 3.4.4. To source speakers and event partners to enrich the experience for non-project members;
- 3.4.5. To plan the general timeline of activities, for both social and professional events, for the upcoming academic year;

3.5 Consulting Directors (x2)

- 3.5.1. To source and sustain relationships with clients and potential clients of the society;
- 3.5.2. To approach not-for-profit organisations to secure projects for the society;
- 3.5.3. To open and run the recruitment cycle for projects for both academic terms;
- 3.5.4. To organise training sessions and mentor consultant members in their project work;
- 3.5.5. To ensure that all projects run smoothly by active oversight;
- 3.5.6. To ensure that all final reports of consulting projects are duly submitted and presented;

3.6 Marketing Directors (x2)

- 3.6.1. To coordinate the publicity of the society's services and events;
- 3.6.2. To maintain the Facebook page of the society with regular event updates and content;
- 3.6.3. To execute direct mailer campaigns to the society's mailing list with regular event updates and content;
- 3.6.4. To maintain and perform updates to the society's website
- 3.6.5. To create and execute marketing campaigns to increase the society's membership base;
- 3.6.6. To appoint a community outreach officer between themselves to act on behalf of the society as stipulated by UCLU guidelines;
 - 3.6.6.1. For the director that is appointed as community outreach officer, to function as the society's point of contact for volunteering opportunities;

3.7 Other Committee Positions

- 3.7.1. It is the duty of the President to assess the manpower requirements for the committee at the start of his/her term;
- 3.7.2. If more positions are required, an EGM will be called at the start of the upcoming year to staff any additional positions that are created;

4 Meetings

- 4.1 Management of the society shall be vested in the Committee which shall endeavour to meet regularly during term time to organise and evaluate the society's activities;
- 4.2 The Committee members will perform the roles as described in section 5 of the UCLU Club and Society Regulations document;
- 4.3 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;
- 4.4 There shall be **1 AGM Meeting** every calendar year;

- 4.5 Notice in the form of an agenda for the Annual General Meeting shall be no less than five (5) days, and is to be disseminated to all members of the society;
- 4.6 There shall be Extraordinary General Meetings (EGMs) held as the Committee sees fit or as petitioned;
- 4.7 The format, procedures, notice and quorum for an Extraordinary General Meeting shall be the same as for an Annual General Meeting, except that Committee elections will not be held unless specifically notified;

5 Terms, Aims and Objectives

- 5.1 The club/society shall hold the following as its aims and objectives.
- 5.2 The club/society shall strive to fulfil these aims and objectives in the course of the academic year as its commitment to its membership.
- 5.3 The core activities of the club/society shall be:
 - 5.3.1. To work with non-profit organisations in soliciting pro-bono consulting projects;
 - 5.3.2. To improve the society's social impact by organising speaker and professional events;
 - 5.3.3. To organise training sessions for project consultants to improve their skillsets;
- 5.4 In addition, the club/society shall also strive to organise other activities for its members where possible:
 - 5.4.1. To hold networking events that assist our members in expanding their professional network;
- 5.5 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 Zone shall approve any such alterations.
- 5.6 This constitution has been approved and accepted as the Constitution for the Students' Union UCL 180 Degrees Consulting. 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:	Sofija Rakcejeva
President signature:	
Date:	19/06/20
Treasurer name:	Tia Foster
Treasurer signature:	
Date:	20/06/20