

CONSTITUTION OF THE
EDINBURGH UNIVERSITY KORFBALL CLUB

1. NAME

The name of the Club shall be the Edinburgh University Korfball Club.

2. OBJECT

The object of the Club shall be to promote and encourage participation in the sport of Korfball at Edinburgh University.

3. MEMBERSHIP

The qualification for membership shall be membership of the Edinburgh University Sports Union.

4. RELATIONSHIP WITH E.U.S.U.

The Club shall fall under the jurisdiction of E.U.S.U. The Club shall send a representative to each meeting of the General Committee of E.U.S.U. and may nominate candidates for its officers and its Executive Committee.

5. CLUB OFFICIALS

The following Club officials will be elected at the A.G.M. or at a general meeting of the Club, as is required. While officials are elected at the Club's A.G.M. the outgoing Committee shall remain in their posts until the end of the academic year. It is the responsibility of the outgoing Committee member to make his/her successor fully aware of their duties. The duration of the posts will be one academic year. The posts for which officers may be elected are:

Club President
Treasurer
Secretary
Coaching Coordinator
Tournament Secretary
Publicity Officer
Social Secretaries
Kit Secretary
Website Convenor
Ordinary Member

In the event that no club member is eligible and willing to assume the post of Coaching Coordinator the new committee may appoint someone to fill the role.

Priority shall be given in the following order:

Fully matriculated club member
Non-matriculated club member
Non-club member

6. MANAGEMENT

The affairs of the Club shall be managed by the elected officials of the Club. The elected officials shall have the power to fill vacancies that arise and to appoint sub committees should they be required and to co-opt to its number.

7. DUTIES OF OFFICERS

(a) The Club **President** shall be responsible for chairing committee meetings and ensuring the duties of other committee members are performed adequately.

(b) The **Treasurer** shall be responsible for the accounts of the Club and shall attend to such claims for reimbursement from Sports Union funds that the Club might have. The Treasurer shall also be responsible for the collection of any monies due by the Club to the Sports Union and the prompt remittance of these to the Sports Union treasurer.

(c) The **Secretary** shall prepare an Agenda for Committee and general meetings. The Secretary shall be responsible for the Minutes of all Club meetings and the maintenance of an up to date membership list. The Secretary will be responsible for liaising with the Scottish Korfball Association regarding league fixtures. The Secretary is primarily responsible for the Club's Sports Union provided email address and ensuring hall bookings for home fixtures.

(d) The **Coaching Coordinator** shall be responsible for all aspects of coaching within the Club. They will ensure that appropriate training is provided for all levels of players, and that optimum use is made of training time and facilities. They shall appoint coaches for the Club's teams. The Coaching Coordinator should provide a structure for the year's Club training sessions, and appoint a coach in charge of each session. They shall also be in charge of organising the development of new coaches within the Club.

NB in order to run for or be appointed the Coaching Coordinator position, the applicant must either be a British Korfball Association (or equivalent) qualified Level II (or equivalent) korfball coach with one or more years of practical korfball coaching experience, or if unqualified with two or more years of practical korfball coaching experience.

(e) The **Tournament Secretary** shall be responsible for the organization and running of the annual Edinburgh University International Korfball Tournament, excepting the social aspects. They shall organise the entering of teams in away tournaments and organise transport as appropriate, most notably Northerns, Nationals and the BSKA Club Championships.

(f) The **Publicity Officer** shall be responsible for publicising and promoting the sport of Korfball as well as the Club and its achievements within the

University and beyond. They act as the first point of contact for the Sports Union in terms of publicity issues. They shall ensure that regular match reports are submitted to the EUSU Publicity Officer, the EUSU Alumni Officer, and to the Website Convenor for publication on the Club's website, as well as to the University's media, if they deem it appropriate.

The Publicity Officer also acts as the committee's representative in charge of Alumni tasks. They will act as liaison for the Club's alumni, the EUSU Alumni Association, EUSU Alumni Officer and EUSU Alumni Association Management Committee. The Publicity Officer will also work with the President and Secretary to organise potential Sponsorship opportunities, most notably of the Edinburgh International Korfball Tournament.

(g) The **Social Secretaries** shall be responsible for arranging the social functions of the Club, including those that form part of the Edinburgh International Tournament. Two people share this position.

(h) The **Kit Secretary** shall be responsible for all the Club's equipment, including playing equipment and team strips, smocks et cetera. They must ensure that the Club's inventory is kept up to date and that any kit given out over the year is signed out to the person responsible for it. The Kit Secretary is responsible for ordering the Club's kit and equipment, including personal leisurewear.

(i) The **Website Convenor** shall be responsible for the regular and frequent maintenance and promotion of the Club website, including publishing match reports, training times and the Club's electronic resources.

j) The **Ordinary Member** shall be responsible for representing all non-committee club members at committee meetings. They shall help with any major undertakings/events organised by the committee, e.g. Fresher's week events, Edinburgh International Korfball Tournament.

Each officer is also responsible for the upkeep of his or her EUKC Wiki page.

8. AUDITOR

The auditor to the Club shall be the Treasurer to E.U.S.U.

9. FINANCIAL YEAR

The financial year of the Club shall end on 31 July each year.

10. SUBSCRIPTIONS AND OTHER FUNDS

Subject to being approved by the General Committee of E.U.S.U. the Club may:

- (a) charge such subscriptions as the Club Committee deems appropriate
- (b) raise funds as it sees fit

- (c) open a bank account in its name.

Any funds raised shall be under the control of the Club and not the Sports Union. Should the Club terminate for any reason the funds shall fall to the general account of E.U.S.U.

11. CLUB MEETINGS

- (a) The A.G.M. shall be held before 31 May each year. At least 21 days notice will be given for the A.G.M.
- (b) Special meetings of the Club may be called by any office or by five members. At least seven days notice will be given for a Special Meeting.
- (c) Committee meetings will be held at least once a term. The business of the Committee shall be such matters as it considers appropriate to the running of the Club, including fixtures, recruitment, provision of equipment, social events, tournament organisation and use of training facilities. The annual Club financial estimates shall be prepared by the Treasurer and the Club President but shall be examined by the Committee prior to forwarding to the Treasurer of E.U.S.U. for the appropriate further consideration. Such items of expenditure as receive approval by the Finance Committee of E.U.S.U. and the Athletics Committee of Court shall be administered by the Treasurer to E.U.S.U. out of the income of the Sports Union whether derived by grant, Investment Income, levy on the Clubs or by other means.

12. CLUB COLOURS

The colours of the Club shall be Blue, Green, and White.

13. BLUES AND HALF BLUES AWARDS

See separate Blues Constitution.

14. COLOURS AWARDS

Colours exist to reward those members of the Club who have been excellent Club servants. Colours are not awarded for sporting excellence and are usually awarded to those in their 3rd or 4th year. The criteria for awarding Colours are long playing service and Club involvement, services over many years in Club organisation, coaching and encouraging new members.

Successful candidates tend to exceed the requirements of their Committee positions.

Nominations are considered during the first and second term meetings only. Colours certificates will be presented at the Blues and Colours Ceremony in May.

As with Blues, the Club Committee should decide whether to nominate members for Colours.

15. ALTERATION OF CONSTITUTION

This Constitution may be altered by a 2/3 majority of those present at any special or general meeting of the Club, subject to ratification at a meeting of the General Committee of E.U.S.U. and at the Club A.G.M. The alteration of the Constitution shall require a minimum quorum of seven.

16. INTERPRETATION

In the case of a conflict of interpretation between the provisions of this Constitution and that of E.U.S.U. or its Bye laws that of E.U.S.U. shall prevail.