

# **“Jane Goodall’s Roots and Shoots: 2024 Chapter”**

## **Constitution**

### **2023-2024**

#### **1. Name**

The official name of this recognized campus group is “Jane Goodall’s Roots and Shoots 2023-2024 Chapter” formerly known as “Jane Goodall’s Roots and Shoots 2022-2023 Chapter”.

#### **2. Purpose and Objectives**

Jane Goodall’s Roots and Shoots” 2023 Chapter is a recognized post-secondary chapter affiliated with Jane Goodall’s Roots & Shoots.

Jane Goodall’s Roots & Shoots engages youth in hands-on, community action projects that make a difference for people, animals and the environment. Dr. Goodall created Roots & Shoots 25 years ago with 12 Tanzanian high school students who wanted to tackle urgent problems they witnessed in their community. Roots & Shoots groups are now making positive changes in over 130 countries worldwide.

This club will nurture young adults to be engaged community leaders who understand sustainability issues and how they impact people, animals, and the environment while valuing diverse perspectives and thriving on the collaboration of all disciplines in reaching a common goal.

The group will collectively design small projects that aim to address local issues, affecting people, animals, and/or the environment. Each project will raise awareness surrounding these issues through events, guest speakers, and/or social media campaigns, fundraise and apply for grants to fund action plan(s), and engage the larger community through public events and volunteer opportunities.

The group will follow and implement Jane Goodall’s Roots & Shoots four (4) step process:

1. Inspire
2. Understand
3. Take Action
4. Celebrate

2023-2024 Roots & Shoots will operate in accordance with the core values of JGI’s core values and guiding philosophies:

- Interconnectedness: *“We strive to respect, nourish and protect all living things; people, animals and the environment are all interconnected.”*
- Understanding: *“We believe that knowledge leads to understanding, and that understanding will encourage us to take actions.”*
- Compassion: *“We act with integrity and compassion in all that we do and say.”*
- Individual impact: *“Every individual matters. Every individual has a role to play. Every individual makes a difference.”*

#### **3. Membership**

Section 1: 2022-2023 Roots & Shoots shall maintain a list of group members.

Section 2: Voting membership is open to all registered students at the University of Toronto.

Section 3: Voting membership is only open to all registered students at the University of Toronto.

Section 4: Non-voting membership is open to University of Toronto staff, faculty, alumni, and to persons from outside the University. Unless otherwise stated, non-voting members do not hold any rights awarded to voting members.

Section 5: There shall be no initiation fees or dues for membership per year.

#### 4. Article Three – Rights of Members

4.1. All voting members have a right to attend all general meetings of members.

4.2. All voting members have a right to cast votes at all general meetings of members.

4.3. All voting members have a right to stand for election unless otherwise stated in this document.

4.4. All voting members have a right to cast votes in all group elections and referenda.

4.5. All voting members have a right to propose and vote on amendments to this constitution.

4.7. The rights prescribed in Article Three are not awarded to non-voting members as described in the membership section.

#### 4. Leadership Positions and Duties

Leadership Position	Job Duties
Co-chair (2 positions)	<ul style="list-style-type: none"><li>✓ Oversee meetings, events, and general success of the group</li><li>✓ Ensure that the team is following the core values of JGI</li><li>✓ Lead and inspire members</li><li>✓ Ensure transition of office to the future Leaders</li><li>✓ One shall have signing authority of the financial account along with the treasurer</li></ul>
Treasurer	<ul style="list-style-type: none"><li>✓ Have signing authority of the financial account along with the designated Co-chair</li><li>✓ Oversee and record all financial transactions efficiently</li><li>✓ Coordinate with Co-chairs and with the Jane Goodall Institute of Canada about financial transactions</li><li>✓ Notify Co-chairs of any unusual activity regarding the club's accounts</li><li>✓ Apply for funding from GCSU and the Office of Student Affairs</li></ul>
Secretary	<ul style="list-style-type: none"><li>✓ Record detailed and accurate meeting minutes</li><li>✓ Arrange and notify all members of meeting details</li></ul>

	<ul style="list-style-type: none"> <li>✓ Make a list of all registered members and maintain a member contact list</li> </ul>
Public Relations Officer (PRO)	<ul style="list-style-type: none"> <li>✓ Coordinate promotional campaign for events with Communications Officer and Visual Arts Coordinator.</li> <li>✓ Work in accordance to the Jane Goodall Institute of Canada to create promotional material</li> <li>✓ Advertise projects, events, fundraisers (mainly in person)</li> <li>✓ Work alongside Communications Officer and Visual Arts Coordinator to design social media pages</li> </ul>
Communications Officer (extendable to 2 positions)	<ul style="list-style-type: none"> <li>✓ Coordinate promotional campaign for events with PRO and Visual Arts Coordinator.</li> <li>✓ Update social media pages with relevant information</li> <li>✓ Advertise projects, events, fundraisers (mainly online)</li> <li>✓ Comfortable using social media platforms (i.e. Facebook, Instagram, Twitter)</li> </ul>
Events Coordinator	<ul style="list-style-type: none"> <li>✓ Coordinate with Co-chairs to ensure that events comply with university regulations and club objectives</li> <li>✓ Coordinate with Treasurer with regards to event expenses</li> <li>✓ Coordinate the promotional campaign for events with Communications Officer, PRO, and Visual Arts Coordinator</li> <li>✓ Arrange the logistics behind group events. This may include: finding venues, booking spaces, communicating any restrictions</li> <li>✓ Ensure event accessibility (i.e. location, food options, price)</li> <li>✓ Coordinate with Communications Officer and PRO for online media content</li> <li>✓ Utilise photo-editing and photography to collect material for online media</li> </ul>
Visual Arts Coordinator	<ul style="list-style-type: none"> <li>✓ Coordinate with Communications Officer and PRO for online media content</li> <li>✓ Utilise photo-editing and photography to collect material for online media</li> </ul>

Members of the Executive Team are responsible to contributing to the success of the club, including but not limited to attending all required meetings and participating in club action and volunteering, whenever possible given their class schedules.

Each year the club will have an Advisory role that could be held by a former Co-chair.

#### **Termination of Executive or General Members:**

Any member who fails to contribute and represent the club in a professional manner; including non-disclosure of conflicting interests or false representation of the club, will be given one (1) warning notice of termination with the right to defend his/her action(s). Any second offense will result in a full Executive Team vote regarding the member's termination. The member must have the right to an appeal before the Executive Team, and the majority vote of the Executive Team will have the final say in the matter.

The member will be removed from the club's membership and will lose any privileges associated with being a member of the club.

#### **5. Application process and Elections**

Registered 2023 members may not vote by proxy. Non-2023 members may not nominate or vote in elections.

Term of Executive Positions shall be from the beginning of the Fall term (September) until the end of the Winter term (April).

Section 1: Elections shall take place In April before the new academic year.

Section 2: A simple majority of votes is required to win an election.

Section 3: It is preferred, but not required that a candidate must have been a member of 2023 Roots and Shoots for one semester to run for a Co-Chair position.

Section 4: Candidates for all other positions are preferred but not required, motivate their eligibility at the time of the elections at a Jane Goodall's Roots and Shoots: 2024 Chapter meeting, providing justification of their ability to perform the responsibilities of the position in question.

Section 5: If multiple people are running for the same position, a short speech is required before the election process.

Section 6: In the event that only one person is running for an office position, they still must be ratified.

Section 7: Any present member of the club has voting power.

Section 8: Elections will be published at least two weeks in advance; nominations at least one week in advance.

## **6. Finances**

The Treasurer shall keep records of all income and expenses. The Treasurer shall present the group's financial health at the annual general meetings.

The group's Executives or General Members may not engage in activities that are essentially commercial in nature. The group will not be an on-campus commercial organization, will not provide services and goods at a profit when that profit is used for purposes other than those of the organization, and will not pay salaries to some or all of its officers.

## **7. Meetings**

### **A) Monthly General Meetings (MGMs):**

The group shall hold general meetings at least once a month. The Executive Team will announce these dates two (2) weeks prior to holding the meetings. These meetings are intended to go over the group's monthly activity plan, and financial health and propose or vote on constitutional amendments, if any. Motions will require 2/3 majority of registered members in attendance for a vote to be cast. The motion with the most votes will be passed.

### **b) Executive Team Meetings:**

The Executive Team shall meet on a weekly basis where date and times are to be set with a majority consensus among executives, and finalised by the Co-chairs and Secretary. This shall be communicated to all Executive Team Members with at least five day's notice. Subsequent additional meetings can be called if decided upon during a meeting.

## **8. Amendments**

Any registered 2024 members may propose and vote on amendments to this constitution. The Executive Team will administer the process of having amendments discussed at general meetings.

Constitutional amendments shall require a 2/3 majority to be passed at Annual General Meetings by registered 2023 members in attendance.

The Executive Team shall formally adopt the new constitution and submit the revised constitution to the respective University offices (i.e.) within two (2) weeks of its approval by General Members.

## **9. Termination of Membership**

9.1. The Executive Committee may revoke the membership of any member of the club who commits an act negatively affecting the interests of the club and its members, including non-disclosure of a significant or continuing conflict of interest.

9.2. A vote to revoke membership must be held at a meeting of the Executive Committee.

9.3. A two-thirds majority of the Executive Committee is required to approve any motion to revoke membership.

9.4. Any member facing removal shall have the right to appeal the decision of the Executive Committee to the general membership.

9.5. In the case of an appeal, a simple majority vote at a meeting of the general membership shall be required to sustain the revocation of membership.

9.6. Following a termination of membership, the member will be removed from the club's membership and will lose any privileges associated with being a member of the club.

9.7. Executive Committee members are subject to the same termination of membership process as general members.