



Club Constitution:

Article I: Campus Group Name

The name of the club is "Students for SickKids." The club is also known as the SFS club and has affiliations with the SickKids foundation.

Article II: Purpose

The club's objectives are to raise awareness of the SickKids foundation and provide students with an opportunity to learn more about it and how the hospital is managed. This club's fundraising efforts and event planning are mostly done to provide money to the SickKids foundation.

Article III: Membership

The club is open to all students and members of the UTMSU. Alumni and members of the community may also be welcomed to the club as associate members only. When welcoming new members to the club, there can be no discrimination on the basis of any of the following: race, ethnicity, gender, sexual orientation, disability, or any other category. There will be no entrance fees and no cost to join the club.

Article IV: Executives + Coordinators

President: In charge of making decisions and supervising the club's operations. Manages the club's connections with the SickKids foundation and serves as its primary contact. As needed, assigns duties to coordinators and executives and leads executive meetings.

Vice President: In charge of overseeing the recruitment and scheduling of general members for every event. In charge of communicating with the President, executive team, and general members via email. The Vice President oversees the group of volunteer coordinators and assigns them responsibilities as needed.

Vice President of Social Media: In charge of running the club's social media accounts and promoting both the club overall and particular events in collaboration with the VP of Events. The group of social media coordinators is led by the Vice President of Social Media, who assigns them assignments as needed.

Vice President of Outreach: Responsible for boosting the club's exposure. This executive will get in touch with departments to promote events, network with other clubs and organizations for collaborative projects, and increase the club's visibility on campus. They will work with the VP of

Events to promote specific activities along with the club members. Along with serving as their team leader, the Vice President of Outreach assigns duties to the Outreach Coordinators as needed.

Vice President of Finance: In charge of managing cash flow and financial resources, creating budgets, maintaining records of payments and expenses, and submitting the bi-annual audit report to UTMSU. This executive organizes the donation location with the SickKids charity. Additionally, the executive is in charge of managing donation money securely, transferring it into the approved club bank account, and accurately recording payments. They also oversee and assign work to the group of Donation Coordinators as needed.

Vice President of Events: In charge of overseeing the planning of all club events and fundraising initiatives. Additionally, this executive is in charge of working with the vice presidents of outreach and social media to coordinate marketing efforts. The group of event coordinators is led by the vice president of events, who also assigns them assignments as needed.

Social Media Coordinator: The coordinator bears the responsibility of overseeing all social outreach initiatives. Managing any official public account that represents the club falls under this category. They use social media to post content and interact with followers as well as the general public. Fulfills assignments as assigned by the vice president of social media.

Events Coordinator: The coordinator bears the responsibility of ensuring that all club activities are appropriately prepared for. They will discuss general member recruiting for events with the Volunteer team and coordinate promotions with the Social Media and Outreach teams. They are also in charge of making reservations for tables and event locations and preparing event plans that general members, executives, and other coordinators can use. Fulfills duties as assigned by the vice president of events.

Volunteer Coordinator: In charge of overseeing and interacting with general members. Volunteer coordinators will find and invite general members to activities, keep in touch with them, and respond to their inquiries. They will also support the President and Vice President in overseeing SFS's CCR validation duties. Fulfills the responsibilities assigned by the President and Vice President.

Donation Coordinator: Accountable for maintaining correct financial data in collaboration with the vice president of finance. Involved in fundraising events, organizing receipts, managing reimbursements, and keeping in touch with SickKids and sponsors. Fulfills assignments as assigned by the vice president of finance.

Outreach Coordinator: Helps the Vice President of Outreach by reaching out to other clubs about joint activities, contacting departments about promoting clubs and events, and setting up a table on campus to promote the club. Fulfills assignments as assigned by the Vice President of Outreach.

Article V: Meetings

During the fall and winter semesters, executive meetings will take place at least once every two weeks; however, the executives may choose to hold meetings more frequently. During the academic year, general meetings must take place at least twice, one for each semester. Goals and achievements of the club, as well as current SickKids foundation efforts and methods that general members can support, should be discussed during general meetings. Any member may specifically request a thorough report on the club's financial situation.

Article VI: Elections

Every year, elections must take place within the final week of February. All club members who have registered are welcome to do so, but only SFS members are permitted to cast ballots. The UTMSU Club Policy Manual's election guidelines must be followed. By the third week of January at the latest, the club executives need to choose a CRO and report to the Campus Groups Coordinator. The executives and the CRO may decide when to advertise and nominate people, but they have to follow the guidelines in the club policy manual. The nominations can be self-submitted through an online form that is posted by the current club leaders and CRO. Candidates' eligibility will depend on whether they want to return to school full- or part-time during the upcoming fall-winter semester. A majority vote will select the nominee for each post. This election's schedule will follow UTMSU's schedule for the current academic year.

Article VII: Removal from office

After a Clubs Committee member, such as the vice president of campus life, has given two (2) verbal and one (1) written warning, they may be removed from their position. The issue(s) and the recommended course of action for fixing them must be made explicit in the warnings. If the member disregards this warning and continues to refuse to comply, the executives may vote to remove them from their position within the executive team. The UTMSU should oversee the voting, and the Club's Committee will confirm the results. Two thirds of the executives should vote in favor of removal as the outcome of the vote. Because of their impartiality and independence in the situation, the UTMSU also maintains the right to step in as a mediator in addition to the aforementioned criteria. The vice president of campus life is entitled to verify that the proper procedures were followed and to address the office removal. As an alternative, the club itself has the authority to remove an executive member from office for neglecting to carry out their responsibilities as outlined in the club's bylaws and constitution. This can happen if and only if the following requirements are met: A request is made to the vice president of campus life which must be signed by two thirds (2/3) of the club executive membership or by at least 30% of the club membership, and it must detail the claimed instances of neglect of duty. A referendum must be held by the council within twenty (20) days after receiving the request. A by-election will be held if necessary in the event that a council member is removed from office, in accordance with the election procedures previously outlined under "Elections Procedures."

Article VIII: Amendments to the Constitution

At least one executive member or one general member of the club must propose changes to the constitution. The part that has to be altered, why it should be changed, and how it might be modified must all be made apparent in the revisions. A constitutional amendment needs the support of at least two thirds of the club executives, or 50% + 1 (i.e., half of the members plus one) of the club's general membership in order to be accepted. Proposals for club amendments must be promoted on the social media accounts of the club. An emergency general meeting to discuss the amendment may be called by general members or executives, and the president must be notified of the proposal to hold a meeting.