



Constitution for Ceasefire for Children - Cessez-le-feu pour les enfant 2022-2023

Article 1: Information-----

1.1 Name

The official name of the recognized student group is “Ceasefire for the Children/
Cessez-le-feu pour les enfants”

The official acronym or abbreviation of the group is “CFTC”

1.2 Contact

E-mail: ceasefireforthechildren.uts@gmail.com

Instagram: @ceasefireforthechildren

Linkedin: @ceasefireforthechildren

Website: <https://ceasefireforthechildren.ca/>

Article 2: Purpose & Objectives-----

2.1 Mission

Ceasefire for the Children- Cessez-le-feu pour les enfants is a non-profit organization established with a primary mission of empowering and supporting displaced youth refugees, asylum seekers, and internally displaced persons that are facing mental and physical challenges caused by armed conflict, generalized violence, and human right violations in their homeland. We are a movement fueled by the belief that education is a fundamental human right where we stand to fight for equal access to educational opportunities in the face of warfare. We advocate for peace, justice and equality which we believe are cornerstones for creating a future where educational barriers are demolished and quality education can be accessible for everyone. We aim to combat educational barriers caused by political conflict and violence through 3 essential focuses: (1) Education, (2) Advocacy (3) Community.

2.2 Institutional Partnerships & Support Programming

We plan to partner with motivated students as well as the local community, and corporate and government philanthropic initiatives to offer displaced youth the resources and support they need to pursue and flourish in post-secondary education. Our goal is to establish 5 targeted support programs to assist displaced youth refugees, asylum seekers, and internally displaced students at St. Michael’s College and the broader University of Toronto campus, through the following:

1. Academic Support and Resources

- assigned volunteer working professional whose educational or professional interests align with the student.
- access to tutors for refugee students
- academic workshops encompassing learning strategies for students that have trauma

2. Financial Support and Resources

- fully to partially funded academic year of tuition
- fully to partially funded residency/board
- fully to partially funded public transportation (facilitated through the Toronto Transit Commission)
- provision of electronic devices and services (e.g. portable laptop, ipad, internet, data, etc)
- student welcome packet (including housing-hospitality provisions)
- assigned financial advisor

3. International Support and Resources

- Assigned immigration and visa counseling advisor
- Visa and permit workshops

4. Mental Health Support and Resources

- provisions for student health and wellness facilities
- assigned mental health advisor
- Mental health workshops encompassing healing from violence and war-zone trauma

5. Peer Support and Mentorship

- designated trained student mentor
- peer support groups

ARTICLE 3: Membership

3.1 Key Principles

All members of the club will uphold the cause of:

Equity, Diversity, and Inclusivity: Our club is open to all students at the University of Toronto regardless of race, culture, gender identity, sexual orientation, religion, and abilities. Our club celebrates diversity and strives to create a comfortable and safe environment for all students.

Sustainability: Our club is committed to protecting our planet and recognizes our social and environmental responsibility to minimize community and environmental impact. This includes, but is not limited to, practicing sustainability by reducing our waste, energy, and carbon footprint.

The University of Toronto's Student Code of Conduct: Our club are committed to the adherence of the Student Code of Conduct

3.2 Eligibility

- (1) Membership is free and open to all registered University of Toronto students and Non-University of Toronto students.
- (2) Non-University of Toronto members are non-voting members (i.e. exclusion of membership rights outlined in Section 3.4)
- (3) Registered University of Toronto students are considered voting members and have privileges outlined in Section 3.4
- (4) Agree to the principles outlined in Section 3.1
- (5) All members are welcome and encouraged to participate in events and activities run by Ceasefire for the Children.

3.3 Requirements

- (1) All registered University of Toronto students and non-university of Toronto students may apply to become a member, providing their full name, student number (if applicable), and a valid email address
- (2) All members are required to abide by the key principles outlined in section 3.1 and any member that violates the key principles is subject to membership termination (Article 9).

(A) EXECUTIVE MEMBERSHIP

- (1) Executive Membership shall be for one full year term starting in October 1st to September 30th of the next year.
- (2) All executive members must sign a contract confirming their commitment to their duties and responsibilities outlined in Article 4.
- (3) All executive members must write a transitional report upon the end of their term outlined in Article 11 and attend the end of year Annual General Meeting.
- (4) All executive members are only allowed 2 excused attendance from meetings per term; if more than the granted amount of meetings are missed, the member will be subject to dismissal and will not receive CCR.

(B) GENERAL MEMBERSHIP

- (1) General Membership shall be for one full academic year starting from September 1st to April 30th of the given year.

- (2) General members that have participated and assisted in six (6) or more events can be granted CCR.

3.4 Membership Rights

Ceasefire for the Children members who are University of Toronto registered students are entitled to the following rights:

- (1) Seek and run elections for the Senior Executive Team
- (2) Be elected onto the Senior Executive Team and serve one (1) full year term.
- (3) Nominate and vote in the Senior Executive elections
- (4) Be appointed to the Executive Committee and serve one (1) full year term
- (5) Propose and vote on constitutional amendments.
- (6) Request to form a special committee

ARTICLE 4a: Executive List -----

Collectively, all senior executives and executive committee members will ensure all policies found in the SMCSU Club Recognition by-laws and the UTSU club recognition policies are upheld

Senior Executives

1. Chief Executive Officer
2. President
3. Vice president

Board of Directors

EDUCATIONAL & COMMUNITY OUTREACH TEAM

1. Director of Academic Affairs
2. Director of General Educational Programs
3. Director of Youth Initiatives
4. Director & Ambassador of Toronto's Secondary School Initiatives

AMBASSADOR & INTERNATIONAL OUTREACH TEAM

1. Director & Ambassador of Venezuelan Program
2. Director & Ambassador of Indigenous Migrants Program
3. Director & Ambassador of LGBTQI+ Youth and Gender Equity Program
4. Director & Ambassador of Afghan/ Syrian Program
5. Director & Ambassador of Ukrainian Program
6. Director & Ambassador of Global Youth Climate Refugees Program

BUSINESS & SOCIAL OPERATIONS TEAM

1. Director of Impact Investing

2. Director of Strategic Funding
3. Director of Finance
4. Director of Communications

LEGAL POLICIES & JOURNALISM TEAM

1. Director of Policy and Protocol
2. Director of Charitable & Not-for-Profit Affairs
3. Director of Public Relations and Journalism

ARTICLE 4b: Executive Roles & Duties-----

The roles and descriptions of the senior executives and director teams are detailed below:

SENIOR EXECUTIVES

Senior executives consist of three (3) positions. These positions are appointed through an election process as outlined in Section 5.1.

Chief Executive Officer (Kati Gunnell)

Role:

The Chief Executive Director establishes and implements the organization's mission and long-term vision, goals, and strategy. The Chief Executive Director oversees the strategic direction of the organization, managing the overall resources and general operations of the organization. They develop, maintain, and monitor the strategic priorities alongside the President and instigate effective communication outside of executive meetings with teams and external contacts.

Responsibilities:

- a. Serves as the nonprofit's main spokesperson
- b. attends the annual selection meeting— process in which we review applications and select for the most suitable candidates for the executive director team
- a. with the aid of the Executive Directors, organize and attend the Speaker Series to raise awareness for the needs of displaced youth affected by crises.
- b. work with the Executive Directors to review CFTC forcibly displaced youths applicants to the program.
- c. works closely with the treasurer to ensure the financial progress reports are continually updated, and that they are accessible by the executive directors in a timely manner.
- d. work with the Executive Directors to formulate budgeting for operations of the pathway program.

President (Clare Liang)

Role:

The President oversees the overall resources and general operations of the organization—including overseeing the executive director's work and facilitating board meetings. The executive president is the primary person working with the executive directors/ business and legal team to ensure projects and programs are running smoothly. They are responsible for keeping the executives and advisory committees informed, and accountable to their operational goals through ongoing support. They develop, maintain, and monitor the strategic priorities alongside the Chief Executive Directors and instigate effective communication outside of executive meetings with teams and external contacts.

Responsibilities:

- a. Secure funding through internal and external means (such as through student unions, government, corporate, etc)
- b. Recommend members for committees and appointing executive directorships.
- c. Works in connection with the executive directors to prepare board meeting agendas.
- d. Arranges for or takes part in new executive member orientations
- e. Takes the lead on the executive director's and Ceasefire for the Children's annual performance/ impact evaluation
- f. Works with the appropriate or individual to recruit qualified new executive director candidates, general members, and academic/civil society/corporate advisory candidates
- g. Serves as the nonprofit's spokesperson as needed
- h. Takes the lead in the annual executive director and program participants self-evaluation process
- i. The board president may assign special duties to the various Directors and ask them to fill in to accomplish the executives collectively agreed upon strategic priorities, as necessary.

Vice President

Role:

The Vice President assists the President in overseeing the overall resources and general operations of the organization. They are an alternative point of contact for the board of directors and ensure smooth transitioning of the board of directors in their roles.

- a. Assume duties of the senior executives in their absence
- b. Ensure activities of the club comply with policies of the University of Toronto
- c. Assist the senior executives in coordinating organizational recruitment efforts
- d. Responsible for taking meeting minutes
- e. Maintain a list of group members
- f. Maintain the group website and member contact list,
- g. Notify all members of general meetings.
- h. Attend all club events, and assist the executive team in the execution of events as required

- i. Be a source of contact to the general club members and be able to answer any of their inquiries via the club's social media platform
- j. Co-sign all financial transactions with the Director of Finance and senior executives.
- k. Be responsible for booking and arranging meeting rooms for all executive meetings.

BOARD OF DIRECTORS TEAM

The board of directors consists of three (3) teams, with fifteen (15) director positions in total. These positions are appointed through a hiring process conducted by the senior executives as outlined in Article 5.2.

EDUCATION & COMMUNITY OUTREACH TEAM

Director of Academic Affairs

Description:

The Director of Academic affairs will be the primary lead of CFTC's advocacy to lobby the Governing council and the various federated universities to sign contracts allowing CFTC to initiate our peer to peer pathway offering 17 refugee students (from our various program pathways) compensated tuition/ scholarships for two years to pursue education at the University of Toronto. The Director of Academic affairs will be working on a similar mission as the Ambassador of CFTC in Toronto's Secondary Schools, so they are encouraged to work together in initiating their outreach and advocacy activities to ensure we open up as many pathways as possible for CFTC's conglomerate of forcibly displaced students in 2023.

After the director has coordinated openings for refugee students, the director will work hand in hand with the Director General of Educational Programs, and CFTCS's program ambassadors to deliver students application materials to the faculty of arts and science and the relevant federated universities, so admission and verifications of student registration can be processed.

Director of Youth Initiatives

Description:

The Director of Youth Initiatives will be responsible for outreach in the various Secondary educational institutions we will be cooperating with to create pathway hosting contracts within their institutions with the goal of increasing the capacity of students from forcibly displaced backgrounds who can pursue their educations in Toronto's various Educational Institutions.

The director will also establish and communicate with not-for-profit partners to establish the frameworks and program structures necessary to implement and institute our Trauma Informed Peer to peer mentorship programs in January 2023. This will require the candidate to

cooperate in organizing with various not for profit educational programming partners to facilitate a training program for students, the applicable CFTC programs that can be instituted later on in our constituencies secondary and post-secondary educational institutions.

This role may also require on the ground/ community involvement within University of Toronto educational access advocacy groups and and creating /presenting to youth in their relevant secondary educational institutions to become active participants in ensuring their peers and environments are open and inclusive to students who may pursue CFTC's educational access pathway programs.

Director General of Educational Programs

Description:

The director general of Educational Programs will be the primary coordinator to ensure CFTC has the capacity to estimate and budget available to initiate their various program pathways. They will also be a leader in establishing and shaping CFTC's Trauma informed peer to peer mentorship program and the peer to peer ESL support programs that will be initiated in 2023.

The Director will work to ensure The Director & Ambassador of CFTC in Toronto's Secondary institutions and the Director of Academic affairs have the resources and strategic vision to advocacate in their relevant educational institutions. The Director General will also be responsible for creating material about CFTC and the relevant educational opportunity pathways we will be offering to ensure the various Program Ambassadors can effectively advocate and inform our Partners in Canadian missions abroad and International Refugee aid/ Humanitarian aid organizations of the opportunities we have available.

In Executive meetings, The director general of educational programs will represent The Director & Ambassador of CFTC in Toronto's Secondary institutions, the Director of Academic affairs, and the Director of Youth Outreach.

After the other directors have coordinated openings for refugee students, the director will work hand in hand with the Executive directors, Director General of Educational Programs, and CFTCS's program ambassadors to deliver students application materials to the secondary institutions enrollment coordinators, so admission and verifications of student registration can be processed. Further the Director and Ambassador will work with the secondary schools administrations to ensure our students have appropriate accommodations or residence capacity for Fall 2023.

This role will also work side by side with the Director General of Educational programs to ensure other students within the secondary schools know about CFTC's initiative and plan to

host a student in their educational institution. They will be communicating frequently with the Director of Youth Initiatives to ensure outreach to students in the various Secondary educational institutions so they may form associated CFTC Student clubs that will have access to our Peer to peer trauma informed counseling program, the 2023 Speaker series events and Refugee inclusive community healing project space, and have the opportunity to be trained as peer ESL mentors.

Other Responsibilities:

Aid the Director Ambassadors of the various program pathways in estimating budgeting capacity for the students they would like to provide opportunities for.

Work side by side with the director of Academic affairs, and the Director Ambassador of CFTC in Toronto's Secondary Schools to liaison with the administration in providing CFTC scholars with compensated tuition/ scholarship packages within the University of Toronto and various Toronto secondary educational institutions.

Director & Ambassador of CFTC in Toronto's Secondary School Initiatives

Description:

The director and ambassador of CFTC In Toronto's secondary Schools will be the primary lead of CFTC's advocacy to lobby, and make partnership requests in the selected secondary institutions, predominantly within the Catholic School board of Toronto. These partnerships will allow CFTC to initiate our peer to peer pathway offering as many refugee and forcibly displaced students (from our various program pathways) compensated tuition / scholarships for however many years required to pursue secondary school education. The Director & Ambassador of CFTC in Toronto's Secondary Schools will be working on a similar mission as the Director of Academic affairs, so they are encouraged to work together in initiating their outreach and advocacy activities to ensure we open up as many pathways as possible for CFTC's conglomerate of forcibly displaced students for the Fall 2023 term.

After the director has coordinated openings for refugee students, the director will work hand in hand with the Director General of Educational Programs, and CFTCS's program ambassadors to deliver students application materials to the secondary institutions enrollment coordinators, so admission and verifications of student registration can be processed. Further the Director and Ambassador will work with the secondary schools administrations to ensure our students have appropriate accommodations or residence capacity for Fall 2023.

This role will also work side by side with the Director General of Educational programs to ensure other students within the secondary schools know about CFTC's initiative and plan to host a student in their educational institution. They will be communicating frequently with the Director of Youth Initiatives to ensure outreach to students in the various Secondary educational

institutions so they may form associated CFTC Student clubs that will have access to our Peer to peer trauma informed counseling program, the 2023 Speaker series events and Refugee inclusive community healing project space, and have the opportunity to be trained as peer ESL mentors.

AMBASSADOR & INTERNATIONAL OUTREACH TEAM

Director & Ambassador of Venezuelan Program

The Venezuelan migration and refugee crisis (also known as the Bolivarian diaspora), was the largest recorded refugee crisis in the Americas, (referring to the emigration of millions of Venezuelans from their native country during the presidencies of Hugo Chávez and Nicolás Maduro because of the Bolivarian Revolution.) This has culminated in the largest mass displacement since the Syrian war.

As a result, roughly 5.6 million Venezuelans including a disproportionate number of youth have had to flee their homes, putting their educational futures on hold or greatly diminishing prospects for their advancement. The director of the Venezuelan program will work to identify youth (16-24), through international refugee and humanitarian aid organizational partners, and Global Affairs Canada Diplomatic Missions in Venezuela, the Director of the program will ensure our partners on the ground may affectively reach youth who may want to pursue a secure educational opportunity in one of CFTC's secondary educational partners or at the University of Toronto.

Proficient Spanish capabilities to advance communication/ and awareness of our organization with relevant partners in Brazil, Peru, Columbia, Argentina etc. is required.

Responsibility:

- directing outreach/ and awareness campaigns of our youth led organizations offerings to forcibly displaced or internally displaced youth in Venezuela/ neighboring states.
- Working with the Executive Director to review CFTC forcibly displaced youths applicants to the program.
- Working with the Executive Director to formulate budgetting for operations of the pathway program.
- attending the annual selection meeting (where we review applicants / and review qualified students files)
- With the aid of the Executive director organize for a speaker/ advocate to attend the 2023 Speaker Series to raise awareness for the needs of displaced Venezuelan youth affected by the crisis.

Director & Ambassador Indigenous Migrants of the Global South Program

Description:

On every continent you can find groups of people who have maintained their traditional cultures, often in a particular geographic place, for centuries. These "indigenous peoples" are the descendants of the communities that existed before other groups settled in or colonized that region. As settler colonialism and political instability has been perpetuated indigenous migrant groups especially those who flee their country during civil war, to seek better economic opportunity, or who have been displaced from ancestral lands suffer from decreased opportunities for advancement, economic sustainability, persecution and statelessness.

The director of the Indigenous Migrants of the Global South program will work to identify youth (16-24), through international refugee and humanitarian aid organizational partners, and Global Affairs Canada Diplomatic Missions in various states. The Director of the program will ensure our partners on the ground may affectively reach youth who may want to pursue opportunities for advancement in secure educational opportunity from one of CFTC's secondary educational partners or at the University of Toronto.

Proficient Spanish or indigenous languages capabilities to advance communication/ and awareness of our organization with relevant partners is an asset.

Responsibility:

- directing outreach/ and awareness campaigns for CFTC's educational opportunity programs and our offerings to forcibly displaced or internally displaced youth who have Indigenous or Aboriginal identity.
- Working with the Executive Director to review CFTC forcibly displaced youths applicants to the program.
- Working with the Executive Director to formulate budgeting for operations of the pathway program.
- attending the annual selection meeting (where we review applicants / and review qualified students files).
- With the aid of the Executive director organize for a speaker/ advocate to attend the 2023 Speaker Series to raise awareness for the needs of displaced Indigenous youth from the global south.

Director & Ambassador of LGBTQI+ Youth and Gender Equity Program

Description:

On every continent you can find groups of people who have experienced forced displaced due to their identity as an LGBTQ+ person, or due to the challenge of defying gender norms/ not fitting or meeting gender identity expectations within certain geographic regions. Among the 84 million people who are currently forcibly displaced worldwide, LGBT persons are particularly vulnerable and marginalized. Particularly as youth flee persecution or socio-economic exclusion,

they often reside in countries that do not provide strong human rights protections or actively discriminate based on sexual orientation and gender identity.

The director of the LGBTQI+/ gender equity program will work to identify youth (16-24), through international refugee and humanitarian aid organizational partners, and Global Affairs Canada Diplomatic Missions in various states who are in need of an opportunity to pursue educational advancement. The Director of the program will ensure our partners on the ground may affectively reach youth who may want to pursue opportunities for advancement in secure educational opportunity from one of CFTC's secondary educational partners or within the University of Toronto.

Responsibility:

- directing outreach/ and awareness campaigns for CFTC's educational opportunity programs and our offerings to forcibly displaced or internally displaced youth who identify as LGBTQI+ or have experienced discrimination based on gender identity.
- Working with the Executive Director to review CFTC displaced youths applicants to the program.
- Working with the Executive Director to formulate budgeting for operations of the pathway program.
- attending the annual selection meeting (where we review applicants / and review qualified students files).
- With the aid of the Executive director organize for a speaker/ advocate to attend the 2023 Speaker Series to raise awareness for the needs of displaced LGBTQI+ youth or individuals who have experienced discrimination based on gender identity.

Director & Ambassador of Afghan/ Syrian Program

Description:

After more than four decades of conflict and instability in Afghanistan, an estimated 24 million Afghans need humanitarian assistance. Of the more than 6 million Afghans who were forcibly displaced from their homes by the end of 2021, 3.5 million were displaced within Afghanistan while 2.6 million were hosted as refugees. After ten years, Syria also remains as a significant refugee crisis. More than 6.8 million Syrians have been forced to flee their country since 2011 and another 6.9 million people remained internally displaced. The vast majority – approximately 5.2 million refugees – have found temporary refuge often experiencing inadequate opportunities for educational advancement in neighboring countries, primarily in Türkiye, Lebanon and Jordan.

As a result, a disproportionate number of youth have had to flee their homes, putting their educational futures on hold or greatly diminishing prospects for their advancement. The director of the Venezuelan program will work to identify youth (16-24), through international refugee and

humanitarian aid organizational partners, and Global Affairs Canada Diplomatic Missions in neighboring hosting states, so the Director of the program can ensure our partners on the ground may affectively reach youth who may want to pursue a secure educational opportunity in one of CFTC's secondary educational partners or at the University of Toronto.

Proficient Arabic/French/Turkish/ Kurdish capabilities to advance communication/ and awareness of our organization with relevant partners in neighboring states who are providing refuge to forcibly displaced persons is an asset.

Responsibility:

- directing outreach/ and awareness campaigns for CFTC's educational opportunity programs and our offerings to forcibly displaced or internally displaced youth who have been affected by the Afghan or Syrian displacement Crisis's.
- Working with the Executive Director to review CFTC forcibly displaced youths applicants to the program.
- Working with the Executive Director to formulate budgeting for operations of the pathway program.
- attending the annual selection meeting (where we review applicants / and review qualified students files).
- With the aid of the Executive director organize for a speaker/ advocate to attend the 2023 Speaker Series to raise awareness for the needs of displaced Afghan/Syrian youth.

Director & Ambassador of Ukrainian Program

Description:

With the ongoing refugee crisis sparked by Russia's invasion of Ukraine ongoing, around 7.0 million refugees have fled Ukraine. Further an estimated 8 million people had been internally displaced facing destabilization due to ongoing conflict. As more than half of all children in Ukraine had left their homes, with a quarter having left the country a disproportionate number of youths educational futures have been affected.

The director of the Ukranian program will work to identify youth (16-24), through international refugee and humanitarian aid organizational partners, and Global Affairs Canada Diplomatic Missions in neighboring hosting states, so the Director of the program can ensure our partners on the ground may affectively reach youth who may want to pursue a secure educational opportunity in one of CFTC's secondary educational partners or at the University of Toronto.

Responsibility:

- directing outreach/ and awareness campaigns for CFTC's educational opportunity programs and our offerings to forcibly displaced or internally displaced youth who have been displaced due to the Ukrainian crisis.
- Working with the Executive Director to review CFTC forcibly displaced youths' applicants to the program.
- Working with the Executive Director to formulate budgeting for operations of the pathway program.
- attending the annual selection meeting (where we review applicants / and review qualified students files).
- With the aid of the Executive director organize for a speaker/ advocate to attend the 2023 Speaker Series to raise awareness for the needs of displaced Ukrainian youth.

Director & Ambassador of Global Youth Climate Refugees

Description:

As Climate change disasters continue to displace youth all over the world, with more than 59.1 million people internally displaced in 2021 already, International Refugee agencies are expecting the issue of educational security among disproportionately affected youth affected by climate emergencies to grow.

To prepare to support youth to resist the increasing violence of the climate crisis, The director of the program will work to identify youth (16-24) across the world, through international refugee agencies, humanitarian aid organizational partners, and Global Affairs Canada Diplomatic Missions in States in crisis, to effectively reach youth who may require the robust support of a CFTC Scholarship to pursue and secure an educational opportunity with one of CFTC's secondary educational partners or within the University of Toronto.

Responsibility:

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- directing outreach/ and awareness campaigns for CFTC's educational opportunity programs and our offerings to forcibly displaced or internally displaced youth who have been displaced due to Climate Disasters.
- Working with the Executive Director to review CFTC forcibly displaced youths' applicants to the program.
- Working with the Executive Director to formulate budgeting for operations of the pathway program.
- attending the annual selection meeting (where we review applicants / and review qualified students files).

-With the aid of the Executive director organize for a speaker/ advocate to attend the 2023 Speaker Series to raise awareness for the needs of Youth who have been displaced due to the climate crisis.

Cop27:

-extreme...

-island developing nations... least supported area of refugee aid

Climate displaced people.... Grey area....

International law.... Refugee conventions...

-states banu atu... stop ecocide/ pushing icj to do advisory opinion on climate change..

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COMMUNICATION WITH CLIMATE:

Perservere... attempt to be resilient (adressing

Recognizing climate refugees...

- Human rights lawyers...

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Environmental funding:

-climate adaptations streams

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Funding:

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BUSINESS & SOCIAL OPERATIONS TEAM

Director of Impact Investing

Description:

The head of Impact Investing will be responsible for establishing, managing, and leading CFTC's endowment fund to provide scholarship opportunities to the forcibly displaced students we will host through our 2023 inaugural program year. They will also lead our impact investment activities and strategy formation with consideration for being a leader in the campaign to divesting from arms corporations, and other institutions complicit with the financing of conflicts that cause mass displacement.

Responsibility:

- Responsible for establishing Ceasefire for the Childrens endowment fund in 2022/23
- leading identification, due diligence, and liaison with our corporate advisories who provide support and prospects for the future development of relationships in investment management and advocacy.
- responsible for monitoring and oversight of investments and partners.
- Through engagement with investors and impact investing communities, shape policy reports to provide recommendations and application of how to divest from arms companies or other corporations complicit with financing conflicts internationally.

Director of Finance

Description:

The treasurer is responsible for managing the budget of the various programs CFTC is planning to implement and operate that will subsequently shape the number of opportunities our organization is able to offer for student refugees in 2022. In this role, the treasurer also typically chairs the business team. The person filling this role should have experience in financial accounting for nonprofits or public corporations serving the interest of a large variety of stakeholders. The executive director works closely with the treasurer to ensure the financial progress for monthly board meetings are continually updated, and they're accessible by the executive director and executive members in a timely manner. The treasurer plays a significant

role in the annual auditing process and should be primed and ready to answer board member questions about the audit.

Director of Strategic Funding

Description:

The head of strategic funding is responsible for shaping the strategic fundraising policy and plan while managing relations with corporate, civil society, foundational, grantees, and community donors. Strategic funding will also encompass leading the coordination and outreach to other nonprofits on campus, and within the wider community to arrange joint fundraising campaigns. As acquiring the funds to invest in the organization's endowment and more broadly the programs we will be initiating in 2023, the acquisition and outreach to obtain funding will largely shape other aspects of the business team's ability to grow endowment's etc. The strategic funding head will work closely with the other members of the business team and Executive program ambassadors/ directors to address and create opportunities to meet the funding needs of the organization's programs/community reach.

Responsibility:

- Actively manage outreach, research into available grants and applications to community foundations, corporate philanthropy / other academic organizations/ incubators etc. to meet funding needs.
- liaison with and be attentive to the executive directorships program planning matching the organization of funding output with financial needs necessary to materialize operations in 2023.
- Lead organization and outreach to initiate fundraising partnership campaigns and events throughout 2022/23

Director of Communications

Description:

The DOC is responsible for developing effective messaging and communication strategies. They must create or oversee the creation of promotional and informative materials that we will send to the public.

Responsibility:

- Actively manage keeping our instagram/linked in and website blog sections up to date on the Executives work/ strategic direction

-liason with the other directors while keeping up to date on planned initiatives/events etc so they can affectively inform the public.

-they will also work to ensure our communications/ marketing to grantees, donors community foundations, corporate philanthropy leads / other academic organizations/ incubators etc. are cohesive and edited for efficiency.

LEGAL POLICIES & JOURNALISM TEAM

Director Policy and Research

Description:

The Director of Policy and Research will provide management, leadership, and support for the organization's advocacy and policy work advancing the work of public education reform province wide. The role requires analytical capability especially in the field of research, strong communication skills, flexibility, good judgment, and political savviness. Knowledge of conflict prevention and management, or involvement in domestic politics is a benefit. The role will entail production of reports and presentations on Canadian foreign and economic policy involving military budgets, the governments involvement in international conflicts, and international organization and states involvement in addressing humanitarian and resettlement needs of displaced youth/persons worldwide. As Ceasefire for the Children seeks to offer opportunities for educational advancement and resettlement to forcibly displaced youth, research, and outreach to various diplomatic missions abroad particularly regarding their capacity to respond in resettling or offering opportunities to designated displaced persons will be premised.

Responsibility:

-Primarily research based

-Advising on the development of partnerships within and outside the organization particularly with international aid organizations / NGOs and in how to address the gaps the Canadian government is unable to meet youths needs for.

Director of Charitable and NFP Affairs

Description:

A non-profit corporation is a legal entity separate from its members and directors formed for purposes other than generating a profit to be distributed to its members, directors, or officers. The Director of Charitable and NFP Affairs role will involve acting in the best interests of your organization to lobby and convince organizations or governmental bodies to implement things

that will work to help your nonprofit's mission. The director will also ensure Ceasefire for the Children is in compliance with the Ontario Guide for Nonprofit corporate and is managing any funding profits to further the goals of the organization. The director will also manage any filings with the The Ontario Business Registry and will contribute significantly to strategically critiquing the annual audit conducted in April with the Executive director.

Director of Public Relations and Journalism

Description:

The Public Relations (PR) and Journalism Director will design, implement, and manage marketing strategies that cultivate our relationships with media, engage our educational community and policy makers (as target audiences) to boost awareness of the disparities that exist in forcibly displaced youths' access to opportunities. If you're interested in leading a PR team to write effective press releases, build our online/social media presence in our community and aid in shaping the image of our events coordination's you can serve your community in this unique/creative role!

Responsibility:

- Maximizing presence and community influence on various channels (e.g. web, monthly email updates to club members, and social media).
- Cultivating and maintaining relationships with media and influential professionals in the Greater Toronto area to increase opportunities for community recognition and representation of Ceasefire for the Children's work.
- Maintaining an active relationship with the varsity to ensure community events/fundraisers/ the 2023 speaker series and Ceasefire for the Children's initiatives are actively publicized.
- Arrange interviews and press releases to promote our youth led not for profit initiative and scholarship fund

ARTICLE 5: Elections-----

5.1 Elections Process

- (1) The election will be conducted virtually in an unbiased manner, through an electronic ballot.
- (2) The election initiation process begins at the end of the winter semester
- (3) The election is conducted and organized by a volunteer Chief Executive Officer (CRO)
- (4) The CRO must be an individual that is not seeking election to maintain impartiality.
- (5) The CRO will call for an election to determine the succeeding Senior Executives– the Co-Presidents.
- (6) All members that satisfy Article 3.4 shall be eligible to seek nomination and to cast a ballot for each voting position.

- (7) The CRO will count the ballots and the nominee winning the plurality of votes cast in the election for each position shall be the winner.
- (8) On the condition that the candidates share the same number of votes for a single position, a second election will take place.
- (9) The CRO will announce the final result in the Annual General Meeting.

5.2 Hiring the Executive Committee

- The appointed Senior Executive Director will be responsible for hiring the members for the executive committees
- The Executive committee application and hiring period will begin in the summer.
- The Senior Executives will select the executives based on their application and interview.
- The President and the Director of Policy and Protocol shall be responsible for composing the contract and establishing the terms of agreement and employment.
- The role and duties of the executive position shall be outlined in the contract.
- The selected executives will be officially on-boarded onto the team upon submission of their executive contract.

ARTICLE 6: Special Committees -----

- (1) Special committees consist of members that are under the supervision of a director
- (2) They assist the director and take on special projects under the instruction of their director
- (3) Members of the special committee are also required to abide to Article 3.1; they hold the same status as a general member
- (4) Members are appointed to a special committee through application and interview
- (5) Interviews for special committees must have at least two (2) directors present.

ARTICLE 7: Finances -----

- (1) The Director of Finance shall keep an active record of income and expenses.
- (2) The Director of Finance shall present the group's updates on the group's financial position at annual general meetings.
- (3) The club may seek funding and reimbursement from UTSU and/or other student unions.
- (4) Additional funding may be solicited from external sources including but not limited to the non-government, government and corporate.
- (5) The group may not engage in activities that are essentially commercial in nature.
- (6) The group will not have as a major activity a function that makes it an on-campus chapter of a commercial organization.
- (7) The group will not provide services and goods at a profit when that profit is used for purposes other than those of the organization.
- (8) The group will not pay salaries to any of its members

ARTICLE 8: Meetings -----

7.1 General Executive Meetings

- (1) During the summer term, general meetings may be held as needed to initiate coordination and planning for the academic term.
- (2) During the academic term, general meetings will be held on a bi-weekly basis and chaired by the Co-presidents.
- (3) All members have the right to decide on meeting times in the beginning of the Fall term and again in the beginning of the Winter term that is accommodating to their schedule. Once collectively decided, the time cannot be changed until the following term.
- (4) The Vice President is responsible for taking minutes, facilitating the meeting, and ensuring all members are abiding to Article 3.1 during the meeting.
- (5) Agenda items must be submitted to the Vice President at least 24 hours before the meeting.
- (6) Each executive committee will be responsible for presenting and updating the overall team on their progress and goals since the previous meeting.
- (7) Attendance is mandatory for all members and attendance will be taken by the Vice President.
- (8) If something arises that causes a member to miss a meeting, they may be excused up to two (2) times per semester.
- (9) Any unexcused absences or any absences that go over the granted amount per term, Senior executives have the right to remove their membership privileges outlined in Article 9.
- (10) Members must attend over 75% of the meetings to receive CCR.
- (11) The General Meetings may be held in-person or as a conference call.

7.3 Executive Committee Meetings

- (1) The executive committee meetings are held monthly with the Director/president and as check-ins on their progress and for any extra assistance.
- (2) They can be requested as much as needed by each Committee.

7.1 Annual General Meeting

- (1) The annual general meeting shall be held at least once in the academic term with all general members, senior executives, and executive committee members
- (2) The AGM provides the general membership an opportunity to review the group's annual activity plan, financial health, and propose or vote on constitutional amendments.
- (3) AGMs may be held as much as needed.
- (4) The AGMs may be held in-person or as a conference call and will be recorded.
- (5) The Senior Executive must announce the date of a general meeting to the general membership at least two (2) weeks prior to the date of the meeting

ARTICLE 9: Dismissal

9.1 Notice of Dismissal

- (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 General and Executive Membership Dismissal Procedure

- (1) A vote to revoke membership must be held at a general meeting with two-thirds ($\frac{2}{3}$) of the Executive members present
- (2) A two-thirds ($\frac{2}{3}$) majority of the Executive members is required to approve any motion to revoke membership.
- (2) 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.
- (3) 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.

ARTICLE 10: Amendments-----

- (1) All general members and executive members can submit a proposal for constitutional amendments
- (2) All constitutional amendments shall require a $\frac{2}{3}$ majority vote to be passed at a general meeting.
- (3) The Senior Executives shall submit the revised constitution to staff in the Division of Student Life at the University of Toronto and the SMCSU VP Academic Affairs within two (2) weeks.
- (4) Amendments to the constitution shall take effect only once the revised constitution has been approved by staff in the Division of Student Life at the University of Toronto and the SMCSU Club Recognition Board.

ARTICLE 11: Transitional Report-----

- (1) All senior executives and executive directors are required to write a transitional report by the end of their term (September annually)
- (2) The transition report should include:
 - a. An overview of the duties and responsibilities or any additional duties the director added to their role
 - b. An outline of all events and accomplishments and their respective dates
 - c. A small reflection of challenges and areas for improvement /any tips and advice for the succeeding executive