

1. TITLE

The Club shall be called the "Loughborough Students' American Football Club".

2. AIMS AND OBJECTIVES

The aim of the Club is to provide an opportunity for its members to participate in all aspects of American Football, to promote the game and to provide a commitment to excellence.

3. AFFILIATION

The Club shall form part of Loughborough Students' Athletic Union and as such, shall adhere to all guidelines and policies as approved by its members at Loughborough Students' Athletic Union General Meetings.

The Club shall also be affiliated to the British Collegiate American Football League.

4. MEMBERSHIP

Membership of the Club shall be open to all students of those institutions in membership of Loughborough Students' Union (namely Loughborough University, Loughborough College and the RNIB Vocational College). At the discretion of the Club, members of staff at the above institutions and alumni may join the Club.

Associate Membership

The Club may apply to the Athletic Union to have a maximum of FIVE associate members per academic year. These non - student individuals would be expected to be high-class performers, who could contribute to the club in the following ways:

- (a) As a short term measure for the Club to enter a new league/competition which, with the current level of student players could not be sustained.
- (b) As part of a Regional or National Academy
- (c) To enhance the Club's activities

Maximum numbers

The Club's Committee must be aware of maximum membership level as indicated in its annual development plan and not permit over-subscription.

The subscription fee shall be determined annually by Loughborough Students' Athletic Union and must be paid to the Club Treasurer before any participation in club activities.

5. CLUB COMMITTEE

The Club's Committee is responsible for the day to day running of the Club and posts must include Chairman, Secretary and Treasurer; Committee positions must be held by current students. There must be at least three Committee Meetings per term.

6. DUTIES OF COMMITTEE MEMBERS

Chairman Shall oversee the running of the Club, preside at all meetings and ensure that they are properly conducted. In his/her absence, a member of the Club's Committee shall take the chair.

Secretary Shall give notice of all Committee and General Meetings and take the minutes of each. Shall be responsible for the dissemination of information to members and any correspondence thereto. In conjunction with the Treasurer, shall be responsible for the upkeep of membership records.

Treasurer Shall be responsible for the upkeep of the Club's accounts in accordance with Loughborough Students' Athletic Union policies. Shall also be the Club's signatory for any cheques issued from the Club's private account (these cheques also to be countersigned by either the Athletic Union President or Athletic Union Sports Administrator).

Match Coordinator Shall liaise with other clubs to ensure the smooth running of the match schedule in accordance with BCAFL rules. He shall also be responsible for organising transport to away games and facilities for home matches, including pitches, changing rooms, food, referees, first aid and chain crews.

Kit Manager Shall be responsible for the maintenance and location of any kit owned by the Club and shall advise the Committee on the purchase of equipment.

Players' Representative The Players' Representative (who is also the Club Captain) shall liaise between club members, coaching staff and the Committee. He/she shall ensure attendance at training and matches and shall be responsible for match day administration. This includes taking a register of players, collecting fees, taking MVP polls and organising match statistics and annual awards.

Public Relations Officers (2 positions) The Public Relations Officers shall liaise with sponsors and encourage further sponsorship. They shall organise all Club social events and trips and publicise these and matches and all other Club events. They shall also be responsible for team merchandise and for organising the Club's presence at the Freshers' Bazaar.

Head Coach This individual shall have an advisory (non-voting) role on Committee, representing team matters. He/she shall be selected by the Committee, which will consider applications for the position, submitted in writing to the Committee. He/she shall be responsible to the Committee for the team and may be called upon to explain his/her actions. He/she shall also be responsible for:

- (i) Team training.
- (ii) The appointment of Assistant Coaches (subject to Committee ratification).
- (iii) Immediate discipline issues - serious matters should be referred to Committee

7. MEETINGS

General Meetings

A General Meeting shall be called by the Committee or by written request, signed by not less than one quarter of the membership. Two weeks' notice of such meetings must be given by the Secretary to the membership and at least one such meeting should take place each term.

Annual General Meeting/Election of Club Committee

The election of Officers of the Club Committee shall take place at the Annual General Meeting of the Club, which shall take place the week either side of the first day of March each year.

8. QUORACY

Quoracy at General Meetings and the Annual General Meeting shall be no less than 40% of the membership.

Should such meetings be inquorate, then a further General Meeting shall be held within 15 days and will be automatically quorate.

9. VOTING

All Club members shall have speaking rights at all meetings, BUT only current, registered student members of those institutions affiliated to Loughborough Students' Union are entitled to vote.

10. AMENDMENTS TO CONSTITUTION

Amendments to the constitution must be passed by two thirds of those present at a *General Meeting* or by 51% of the membership.

All amendments must be ratified by Loughborough Students' Athletic Union Executive Committee, who will then forward the same on to the Procedures Committee of Loughborough Students' Union for approval.

11. DISSOLUTION

In the event that the club is no longer able to carry out its activities, and thus folds, all assets will revert back to Loughborough Students' Athletic Union and the club will become an Associate member of BSAFA until such time as the club can resume activities.