

EXAMPLE SPORT CLUB CONSTITUTION

All clubs are encouraged to have a constitution. These can be very helpful in easing problems when differences come up as to how the club should handle a situation or what direction it should take. The format below is to be used as a guide for your organization. It is not necessary to follow the form exactly, but it is important to include all areas that apply.

CONSTITUTION OF _____(CLUB NAME)_____

ADOPTED _____(DATE)_____

ARTICLE I – NAME

The official name of your Sports Club.

ARTICLE II – PURPOSE

The reasons for forming your club and the club's objectives.

ARTICLE III – MEMBERSHIP

Who can qualify for membership, what a person must do to be recognized as a full member, a guest member etc., and what rights and privileges these members have.

ARTICLE IV – MEETINGS

How many meetings of the membership, when and where meetings are to be held throughout the school year. Any procedures for calling regular and special meetings.

ARTICLE V – EXECUTIVE BOARD

What officer's will be elected by the club, what each officer's duties will be, and how vacancies will be handled.

ARTICLE VI – ELECTIONS

How officers will be selected by the membership, how long their terms will be, and how many times a person may hold the same office. How members are nominated for office and when elections will be held, including procedures for runoffs.



ARTICLE VII – FUNDS

How the club requests funds from the Student Government Association and how it raises its own funds.

ARTICLE VIII – DIVISIONS

What divisions and committees will exist in the club and the function of each.

ARTICLE IX – AFFILIATIONS

Affiliations with local, state, regional or national organizations and ruling body rules to which adherence will be required.

ARTICLE X – ADVISOR

Qualifications for and functions of the club advisor.

ARTICLE XI – COACH/MANAGER

Qualifications and procedures for selection of a coach/manager and his/her duties.

ARTICLE XII – RATIFICATION

How the constitution will be approved by the membership.

ARTICLE XIII – AMENDMENTS

How an amendment to the constitution will be presented to the membership and how it will be ratified.

ARTICLE XIV – BYLAWS

The inclusion of any rules or regulations.