

CLUB WILL TO LIVE CONSTITUTION

Areas marked in yellow require completion

Preamble

*We the members of **THE CLUB WILL TO LIVE**, and subscribing to the regulations and policies of the **INSERT UNIVERSITY NAME HERE**, establish this Constitution to govern the matters within our organization.*

ARTICLE I: Name

The name of this organization or association is: THE CLUB WILL TO LIVE (CLUB WTL)

The Club Will To Live is affiliated with the Will To Live Foundation, Inc. a 501(c)(4) nonprofit organization headquartered in Johns Creek, GA. The Club is dedicated to being an ambassador to the mission of the Will To Live Foundation (www.will-to-live.org):

“We are dedicated to preventing teen suicide by improving the lives and the ‘Will To Live’ of teenagers everywhere through education about mental health and encouraging them to recognize the love and hope that exists in each other.”

ARTICLE II: Purpose/Mission

The purpose/mission of The Club Will To Live, shall be to spread the awareness of suicide in the college community, increase the education around mental illnesses, like depression, and deliver hope to students across our campus by encouraging them to recognize the love and hope they have in their fellow classmates. The Club Will To Live shall develop a relationship and work with the university/college mental health/mental wellness departments to help make the student body aware of the local mental health and wellness support that exists on campus.

ARTICLE III: Membership

- Membership shall be limited to regularly enrolled **Insert University/College Name Here** students, faculty, and/or staff members.
- Members can apply by attending Club Will To Live Meetings, or requesting membership by emailing the Club Representatives at the following email address: **INSERT CLUB EMAIL ADDRESS HERE**
- The Club Will To Live Annual Dues will be: **enter amount here**, and collected annually.

ARTICLE IV: Non-Discrimination

Membership and all privileges, including voting and officer positions, must be extended to all students without regard to age, ethnicity, gender, disability, color, national origin, race, religion, sexual orientation, or veteran status. However Religious student organizations will not be denied registration solely because they limit membership or leadership positions to students who share the same religious beliefs.

ARTICLE V: Officers (qualifications; terms; election and removal)***

This section contains the officer positions of Club Will To Live, their descriptions and terms. All officers must be enrolled in at least **Insert number of credit hours required by University here** credit hours at the **Insert name of University Here** and should be in good academic standing with the University.

The officers of this organization shall consist of:

Club President (this is the chief officer position).

- The Club President is the chief officer of Club Will To Live and has responsibility for the overall running of the Club, it's meetings, events, and activities.

Club Treasurer:

- Club Treasurer has responsibility for all fiscal matters of Club Will To Live, including the management of all funds, bank accounts, etc.
- The Club Treasurer is acting President if President is not in attendance, or President position is vacant.

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Club Secretary:

- The Club Secretary is responsible for keeping the minutes of all Club meetings. The minutes should include the following:
 - Date of meeting
 - Number of members attending
 - Officers in attendance
 - Any key discussion points/topics made
 - Any actions, with owners and due dates.
 - Any other business
 - Date of next meeting.
- The Club Secretary is acting President if President and Treasurer are not in attendance, or President and Treasurer positions are both vacant.

Officer Terms:

- All officer terms shall not be longer than 1 year.
- All officers are voted on by its members annually and must have the highest number of total votes.
- All officers shall not serve more than 2 terms

Qualifications For All Officer Positions:

- Both officer positions require only that the officer is a currently enrolled student within the college or university.
- Officers of the Club Will To Live are expected to attend all Club Will To Live meetings, and uphold the vision and mission of the Club WTL and the Will To Live Foundation.
- Officers can be removed from their positions by a vote of the Club members

Provisions for removal of Officers:

Officers can be removed from their position by a vote of the club members. Here are the requirements for the vote:

- A minimum of 75% of the Club Members must partake in the vote and
- Over 50% of the vote calls for the removal of officer.
- There is no opportunity for an appeal.

Provisions for officer vacancies:

If an officer of Club Will To Live, resigns or is voted out of his position based on the criteria above. A replacement election is to take place within 30 days.

ARTICLE VI: Meetings***

This article should state the provisions for setting up a regular meeting time, any provisions to be made for calling a special meeting, and stipulations for quorum; the officer position which has the authority to call meetings should also be stated here.

Club Will To Live Meetings shall be held a minimum of once per month. The Club Secretary is responsible for informing all members of upcoming meetings by group email, text, or via a club social media page. Time and place of meetings to be determined by Club.

A quorum of members (at least 50% of registered members) must be in attendance in order for the club to conduct any official business such as elections, amendments to constitution, or fiscal decisions.

ARTICLE VII: Amendments

Amending the constitution of Club Will To Live, is a very serious process. All amendments are subject for final approval by the general membership of the organization.

- The constitution may be amended under the following conditions/requirements:
 - A written submission of the amendment must be submitted at a club meeting and discussed before a vote can take place.
 - The submission must contain the following:
 - Amendment Change
 - Reason for change
 - Benefit the change brings to
 - The Club Will To Live and its members
 - The Will to Live Foundation and its mission
 - The University/College
 - The actual “ratification vote” can not take place at the same meeting it is presented. It must take place at a following meeting.
 - The minutes of the meeting where the amendment was presented, must be released with the detail of the Amendment and the above mentioned points, so any and all members who were not in attendance are made aware of the proposed amendment, and the upcoming “ratification vote”
 - In order for an “Amendment Ratification Vote” to take place, a minimum of 75% active members must be in attendance and vote.
 - In order for the amendment to be passed, a minimum of 75% of the votes submitted must be for the passing of the amendment.
 - The Club Will To Live agrees to inform the Will To Live Foundation of any amendment ratification by sending an email to friends@will-to-live.org

ARTICLE VIII: Advisors

While advisors are not a requirement, if an advisor is chosen to be a part of the Club Will To Live, the following conditions shall apply.

- Advisors shall be affiliated with the university or with the Will To Live Foundation (board members)
- The Advisors will not have voting privileges
- The advisors will be selected by members of the Club itself, and voted on by the Club.
- The advisor must accept in writing an invitation to be an official advisor to Club Will To Live.
- It is recommended, that an advisor to Club Will To Live be:
 - Affiliated with the university, and in particular the mental health and wellness departments, or initiatives within the University
- Duties and responsibilities of advisors shall be to attend club meetings whenever possible
 - Represent the Club WTL to the administration of the University
 - Offer advice and help in any official University requests and correspondences that the Club WTL may have
 - Be a mentor to the leaders of Club WTL
 - Be an ambassador of the Will To Live Foundation’s mission.

Advisors can be removed from the Club WTL by a vote of the active club members. In order to be removed, a vote by at least 50% of the active members must take place, with a majority vote (51%) seeking removal

BY-LAWS:

Although Bylaws are not a necessary requirement for the Club Will To Live Constitution, the Recommended Bylaws of Club Will To Live are as follows:

1. All members shall be made aware of the Will To Live Foundation, its mission, and the importance of being ambassadors in the spreading of suicide awareness on campus, the education of mental illness and it's stigma, and the role students can play in delivering hope to each other.
2. The Club may select honorary members/associate members, if the group so desires. These members are not voting members, but are recognized by the club as being Ambassadors to the Club WTL's message.
3. Each member of the club must provide an annual membership fee of \$20 (regardless of when the member joins the club).
4. All Club WTL's will have a 3 member officer leadership team as defined in the constitution.
5. If the club creates it's own 'standing committee' for a specific project, they must identify by nomination and majority vote a committee chair and specific functions, goals and objectives of specific committee
6. If a by-law is to be added or changed, the procedure is identical to an "amendment change" procedure outlined in the constitution of Club Will to Live.

This officers and members of the Club Will To Live of **INSERT UNIVERSITY NAME HERE**, are pleased to present this Constitution effective today: **INSERT DATE HERE**

Club Will To Live

BY: _____

NAME: (Print) _____

TITLE: _____

WITNESS: _____