

Article I

Name of the Organization

Jaku Konbit|CU

Article II

Purpose of the Organization

Jaku Konbit (JK) is a club that is centered towards African Caribbean Black Canadian (ACBC) Youth. JK will serve as an organization which strives to empower and promote community interaction among all black students at Carleton University. This group specifically focuses on showcasing the skills and talents that our students have. This club is for our members and other Black students to showcase their business, get educated from professional entrepreneurs, have a networking session for Black students to connect culturally and socially with one another and form a solidified community. Moreover, We aim to represent and foster black culture through community interaction. JK is a club where you can share your voice, ideas, and feelings and most importantly, it is an opportunity for you to be active within the club to gain experience at your university. We also want to spread awareness about the experiences of Black students with the goal of ensuring all members of the Carleton community are well-informed and have a fulfilling university experience. We are proud to host various events and provide multiple opportunities for networking through discussion forums, workshops, and social activities. Additionally, connecting Black students to resources, such as volunteering, employment, recreation, cultural programming, and ACBC mentors.

Article III

Structure

The General Membership shall be the legislative body of the organization and shall be composed of all members.

The Executive shall be the Administrative body of the organization and shall be composed of members elected by the General Membership

Article IV

Membership

There shall be 1 level of membership within the organization. General Membership will include anyone who wants to join and if they agree with our mission and hold similar beliefs they are welcome to run for executive positions.

Membership in the organization shall be valid from September to April.

In the event that a member of the organization violates the organization's Constitution or any of CUSA's governing documents, and disciplinary action is being considered, the Executive shall submit a complaint regarding the matter to the Clubs Oversight Committee per the Clubs Sanctioning Procedure

Article V
Executive

Position	Responsibilities
President	This position requires excellent written and oral communication skills and the ability to liaise with a number of people from club members, to the executive, to governing bodies and CUSA. They should have a good knowledge of the club's constitution and procedures with regard to the running of meetings. Some of their responsibilities include but are not limited to being the primary public relations person, being at the forefront of the club's strategic planning, provide leadership and direction to the club organization, and chair all club meetings and work closely with the Co-President.
Co-president	This position requires great written and oral communication skills. They will also need good organisational skills. Some of their responsibilities include but are not limited to liaising closely with club members and the executive to ensure the future direction and growth of the club, be involved and always informed as to the present activities, personnel, events and financial position of the club, and work closely with the president and presides at meetings in the absence of the president.
VP events	This position requires good written, oral communication and Organization skills. Some of their responsibilities include but are not limited to booking rooms and equipment at Carleton, managing the running of the club's Annual General Meeting to ensure that it runs smoothly, ensuring events are successful and cost-effective, and collaborate with other members of the executive committee to create and execute exciting, interesting events for the club constituency. They are also responsible to work closely with the VP internal, Financial officer and VP media to promote upcoming events.
VP internal	This position requires good written, oral communication and Organization skills. Some of their responsibilities include but are not limited to keeping the listing of our members current, prepare meeting papers, support papers and minutes, Convene all meetings as laid out in the club constitution, come up with suggestions to enhance the event's success, notify the JK members immediately of any changes to the club Executive, and to distribute and collect all club membership forms and monies. Money to be forwarded to the Financial Officer. Records to be kept of all monies collected.. They are also responsible to work closely with VP events and Financial Officer in planning event from start to finish according to requirements, target audience and prepare budgets and ensure adherence objectives.
VP media	This position requires great technology skills. Some of their responsibilities include but are not limited to finding ways to use technology to improve the clubs operations, developing and maintaining club social media platforms, publicising club activities through email and social media while liaising with the VP event Co-President.
Financial Officer	This position requires good written, oral communication, Organization, and accounting skills. Some of their responsibilities include but are not limited to keeping financial records up to date, helping the president & VP events with coordinating and running events, preparing and presenting financial reports to the committee at general meetings, and to ensure that the club's finances are managed appropriately and effectively. They should also work closely with the President and VP events in preparing program budget and financial control.

Article VI

Meetings

Notices will be sent via email, and social media about all upcoming meetings. Notice will be sent a couple of weeks in advance. They will be advertised via email, poster, and social media. The meetings are open to all members. Meetings will be held at least once a semester.

Article VII

Elections

Notice will be given in meetings and via email to all members of Jaku Konbit|CU for executive changes when a new candidate has been chosen.

All members are eligible to apply for available executive positions.

Members will be eligible to apply for vacant executive positions if the seat becomes vacant and the seat will be filled within one month of the seat becoming vacant.

All executive positions must go through a leadership succession procedure every year, regardless if they are leaving/graduating. Executives can return to their position if they have been elected.

We will be using the First-Past-the-Post voting method.

Clubs Running Elections

- A Succession Officer who is a club member or an external student non-member for the club will run elections.
- Clubs will work with the Succession Officer to set the date of final voting membership purchase, campaign start, campaign end, voting start, and voting end.
- Students-at-large must have the opportunity to join the club after the announcement of a campaign, but should not be allowed to join during a voting period.
- A guide to how the dates would be as such:
 - Day 1 - Announcement of campaign, voting, and results announcement dates
 - Day 7 - Start of campaign
 - Day 14 - end of campaign
 - Day 15 - start of voting
 - Day 16 - end of voting
 - Day 17 - Results announced
- Every voter has the right to cast their ballot in private
- During counting, candidates may select an individual who is not a candidate to be present for counting and scrutinizing
- Appeals, complaints, or conflicts may be made to the Clubs Oversight Committee by way of emailing the Student Groups Administrator

Article VIII

Impeachment

If an executive member doesn't uphold our beliefs and exhibits behavior which is detrimental to the group, such as harassment, misappropriation of funds, and/or failure to adhere to executive duties. Any member can bring a complaint to an executive. The executive will host a meeting with the general membership for discussion. A vote will take place with the general membership and a vote will be conducted. A 66% majority will be required for the impeachment to adhere to.

Article IX

Amendments

Proposed amendments will be received 30 days before an annual meeting and amendments can only be changed by the 66% majority.

Article X

Dissolution

Upon dissolution of the Organization all assets gained through CUSA shall be returned to CUSA and all other assets shall be given to Jaku Konbit organization.