

North East Junior Orienteering Squad (NEJS) Constitution

Structure

NEJS is the body through which the North East Orienteering Association (NEOA) exercises its role and responsibilities for Junior Orienteering within the North East Region. NEJS shall be bound by the NEOA Constitution, except in respect of the specific issues defined in this document

Management

Responsibility for NEJS has been delegated to the Regional Coaching Co-ordinator. However to support him, the management of NEJS shall be conducted by a Committee made up of the Regional Coaching Co-ordinator (or in his absence the NEOA Chairperson/Secretary) (Chairperson), a Treasurer, a representative of the member clubs, the Squad Co-ordinator and the Regional Coach..

The Treasurer shall be the Treasurer of NEOA. One of the members shall act as Committee secretary. All members of the Committee shall be full members of the British Orienteering Federation. Management decisions shall be decided by a simple majority of Committee members, who may vote either in person or by e-mail. The secretary shall advise Committee members of matters requiring formal decision making, giving at least 15 days notice.

The Committee may delegate the day to day running of NEJS, including the planning and implementation of the annual programme, to the Squad Co-ordinator and the Regional Coach.

All activities of NEJS will be conducted under NEOA rules (and by implication those of BOF). In addition the Sport England Clubmark Codes of Conduct, (where these do not clash with the NEOA/BOF rules) in respect of Club Officials and Volunteers, parents/carers, consent forms, guidelines for dealing with incidents/accidents and Junior Club rules shall be followed at all NEJS functions. Responsibility for maintaining these standards is delegated to the Squad Co-ordinator, or the lead adult on NEJS activities.

Finance

NEJS shall have its own funding and maintain its own set of accounts independent of NEOA. Funds will be raised by grants from NEOA, from NEJS fund-raising activities, and from external grants.

The Treasurer will propose the amount of the annual levy to the member open clubs in accordance with the NEOA constitution usually at the Annual Club Delegate Conference . Member open clubs shall contribute this agreed amount within 30 days of the decision.

All cheques written against NEJS funds shall be signed by the Treasurer, and counter signed by either the Chairperson or the Squad Co-ordinator.

Annual General Meeting

This shall be held at the NEOA Annual Club Delegate Conference held, in accordance with its constitution, in October of each year. The Treasurer shall present to the Conference the NEJS accounts for approval and a draft budget for the following year. The Squad Co-ordinator shall provide a report of the previous year's activities and a proposed schedule of activities for the following year. The NEOA secretary shall provide the NEJS committee with 30 days notice of the date of the Conference

Membership

Membership shall be open to all junior members of NEOA member clubs.

Constitution Changes

Where changes do not affect the relationship between NEOA and NEJS, changes require a simple majority of Committee members' votes on changes. Otherwise changes need to be agreed by NEOA and need to be advised to the NEOA Committee with a minimum of 30 days notice at the NEOA Annual conference, or 60 days notice at an Extraordinary General meeting of NEOA. Voting by e-mail is acceptable

Dissolution

If the Committee decides at any time that it is necessary to dissolve NEJS, it should recommend this to NEOA on the basis of a simple majority of votes. In accordance with the NEJS constitution, any assets remaining after the satisfaction of the proper debts and liabilities of NEJS shall revert to NEOA.