

## **BY-LAWS OF THE OXFORD UNIVERSITY TRIATHLON CLUB**

*From Michaelmas Term 2023*

### **INTRODUCTION**

1. As per the Club's Constitution: -
  - (a) The Committee shall have power to make regulations and By-Laws in order to implement the paragraphs of the Constitution, and to settle any disputed points not otherwise provided for in this Constitution.
  - (b) This Constitution shall be binding on all members of the Club. No regulation, bye-law or policy of the Club shall be inconsistent with, or shall affect or repeal anything contained in, the Club's Constitution.
2. This document represents the By-Laws made by the Club to carry out its functions.

### **THE COMMITTEE**

The committee shall function as per the club's constitution. The following committee members roles, in addition to the officers named in the constitution, shall be included on the clubs committee: -

3. The Men's Captain shall:
  - (a) Oversee the organisation of a training programme, agreeing a training schedule and coaching arrangements in collaboration with the Women's Captain.
  - (b) Organise committee members to lead training sessions.
  - (c) Attend Blues Committee meetings.
4. The Women's Captain shall:
  - (a) Oversee the organisation of a training programme, agreeing a training schedule and coaching arrangements in collaboration with the Men's Captain.
  - (b) Organise committee members to lead training sessions.
  - (c) Attend Blues Committee meetings.
5. The Social Secretary shall:
  - (a) Organise social events for the club throughout the year including, but not limited to, the three termly dinners (Christmas, Annual, Varsity).
6. The IT Officer shall:
  - (a) Ensure that the club website and mailing list is kept up-to-date.
  - (b) Manage the club's social media accounts (Instagram, Facebook, Twitter, TikTok).
7. The Sponsorship and Alumni Officer shall:
  - (a) Engage with and fulfil requirements of any present sponsorship agreements.

- (b) Search for and investigate new sponsorship opportunities.
  - (c) Maintain good relationships with the club's alumni.
  - (d) Maintain contact with the University of Oxford Development Office, ensuring that details and goals on the club's fundraising page are kept up to date.
8. The Novice and Welfare Officer shall:
- (a) Organise the club's representation at the Oxford University Students' Union (Oxford SU) Freshers' Fair.
  - (b) Act as a welfare point of contact within the club.
  - (c) Provide support for members that are novices to triathlon.
  - (d) Ensure that group cycle rides are organised regularly for novice members.
9. The Training Camp Officer shall:
- (a) Organise the annual, week-long training camp in the Easter Vacation.
10. The Kit Officer shall:
- (a) Organise orders of racing and training kit for the club to purchase.
  - (b) Organise orders of additional club stash as decided by the committee.
  - (c) Organise and facilitate the distribution of ordered kit when needed.

#### **SUB-COMMITTEES**

11. The Social Sub-Committee shall:
- (a) Comprise the Social Secretary and a Deputy Social Secretary.
  - (b) The Deputy Social Secretary shall have the right to attend meetings of the Committee and share their views on any matter, but shall not partake in any vote on any matter to be determined by a majority vote of the Members of the Committee.
  - (c) The Deputy Social Secretary shall be elected at a meeting of the Members in the equivalent manner to the Members of the Committee, as per paragraphs 9d and 24 of the Club's Constitution.
12. The Training Camp Sub-Committee shall:
- (a) Comprise the Training Camp Officer and a Deputy Training Camp Officer.
  - (b) The Deputy Training Camp Officer shall have the right to attend meetings of the Committee and share their views on any matter, but shall not be able to partake in any vote on any matter to be determined by a majority vote of the Members of the Committee.
  - (c) The Deputy Training Camp Officer shall be elected at a meeting of the Members in the equivalent manner to the Members of the Committee, as per paragraphs 9d and 24 of the Club's Constitution.

13. The Events Sub-Committee shall:
- (a) Comprise the Secretary and an Events Officer.
  - (b) The Events officer shall oversee the organisation of an annual aquathlon event open to the public.
  - (c) The Events officer shall have the right to attend meetings of the Committee and share their views on any matter, but shall not be able to partake in any vote on any matter to be determined by a majority vote of the Members of the Committee.
  - (d) The Events Officer shall be elected at a meeting of the Members in the equivalent manner to the Members of the Committee, as per paragraphs 9d and 24 of the Club's Constitution.

#### **CHANGES TO THESE BY-LAWS**

14. Changes to these By-Laws must be approved at a General Meeting with the approval of two-thirds of present, eligible and voting members.

#### **INTERPRETATION**

15. Any question about the interpretation of these By-Laws shall be settled by the Senior Member of the club.
16. Guidance relating to by-laws and their relationship to the Club Constitution can be sought from the Sports Federation.