



BRAVURA CLUB It's Game on

NAME

The club will be called **BRAVURA VOLLEYBALL CLUB**

Aims and Objectives

The aims and objectives of the Club will be;

- To encourage coaching and competitive opportunities in all ages groups
- To develop and promote volleyball among male and female participant
- To develop volleyball sport in secondary schools
- To promote the sport of Volleyball within the local community
- To ensure a duty of care to all Members of the Club and visitors to the Club
- To provide technical support for players, helping them to maximise their potential within the sport
- To build a strong advocacy for sport development among the private and public sector

Membership

Membership of BRAVURA Volleyball Club shall consist of principal officers, club associates, organization and players who have registered with the Club and met the minimum requirements of the club including completing relevant forms such as registration and consent form, and fulfilling its financial obligations.

Members are obligated to familiarize themselves with the values of the club and its rules and regulations which can be found in relevant documents such as the Club Constitution, Handbook and any supplementary handbook found on the club's website. This will include code of



conduct for coaches and players and all other members of the club following registration with the club.

Membership fees

Membership fees will be reviewed annually, prior to the Annual General Meeting (AGM), by the Finance Sub-committee and agreed by the Management Committee before being presented at the AGM for agreement by the Members.

Fees will be paid in accordance with the guidelines laid down in the Club Handbook.

Member of the Management Committee

The Club Management Committee include;

- Chairman
- Club Secretary
- Treasurer
- Head coach
- Junior Development officer

The above member would have voting rights at meetings of the management committee

Other Principal Officers

- Club welfare officer
- Assistant Coaches
- Social Media Manager

The following members would form the Club Finance Sub-Committee:

- Treasurer
- Club Secretary
- Club welfare officer



Team Officers

- The Head Coach will organise training programmes for players and update training for coaches in the community and school games masters, set-up regular competitions and Physical education for both coaches and players.
- Assign roles and supervision of players
- Ensure the effective and efficient use of training equipment
- Talent Identification and development
- Proper storage of club training equipment

Management Committee

- The management of the club will be by the Management Committee comprising the officer listed above. They will be saddled with the responsibility of making decisions that foster growth and development of the club.
- The Management Committee shall converge 4 monthly to discuss the business of the club and at any other time whenever necessary.
- The quorum shall be 3 on any business day and decisions shall be made by a majority votes. In the event of deadlock, the Chairman shall have a casting vote.
- Adoption of new policy, codes of conduct and rules shall be the sole responsibility of the management committee.
- The Management committee will have powers during committee meetings to appoint sub-committees and technical advisers to serve towards achieving the set goals of the club.



- The committees shall decide the Terms of Reference, Membership and Authority of those sub-committees. The Chairperson, Secretary and Treasurer of the squad shall be ex-officio to any such committee.
- Disciplinary hearings and actions following infringement of the Club rules/regulations/constitution will be handled by The Management Committee in accordance with the procedure outlined under **Discipline and Appeal** below.

Finance

- A Bank account will be set up in the club's name
- The Club Finance Sub-committee, led by the Club Treasurer will be tasked with the responsibility of managing the club account.
- The Financial sub-committee shall prepare a financial statement presentable at the club AGM and securely file every record of financial transaction.
- The Finance Sub-committee will be convened by the Club Treasurer and held at regular intervals no less than 3 times in a year.
- The financial year of the Club will end on the 30th August.
- All financial transaction in the name of the club statutorily shall hold the signatures of the Club Treasurer and any other member of the Management Committee.

Annual General Meetings

- Notice of the Annual General Meeting (AGM) will be conveyed by the Club Secretary to its members at least 21 days before the stated date via all relevant means of communication (**email, text message, via social media platforms and its website**). This will also include request of any items for inclusion in the agenda and notice of the proposed agenda 3 days to the stipulated date of the meeting.



- The Club Secretary will give not less than 3 days' notice of the proposed AGM agenda to all Members via email or text message.
- Member of the Management Committee shall present report on club business and activities in the last year and a statement of the accounts would be presented by the Club Treasurer.
- All Members over the age of 16 shall have the right to vote at the AGM and decisions shall be made by majority vote (including votes of parent/guardian/carer representatives).
- The quorum for AGMs will be 9 (including parent/guardian/carer representatives).
- Members under 16 may be represented by a parent/guardian/carer at AGMs and such representative shall be entitled to vote on the Member's behalf.
- The Management Committee has the right to call an Extraordinary General Meeting (EGM) outside the AGM.
- The Management Committee must call an EGM as soon as practical if the Club Secretary receives a written request to call an EGM from at least 20 Club Members. Procedures for EGMs shall be the same as for AGMs

Tenure

- Members of the management committee will have a tenure of 4 years and may serve an additional tenure of 4 years if elected in a fully constituted AGM.
- Member on the expiration of its tenure on the fourth year shall step down following presentation of all matters relating to the club prior to nominations into the Management Committee.
- Guidelines of the nomination and electioneering process will be clearly stated by the electoral committee duly constituted by members of the club.



- Nominations for Officers of the Management Committee can be sent to the Club Secretary prior to the AGM. Also, nominations may be accepted at the meeting.

Equity

- The rights, dignity and respect of every person will be upheld by the club regardless of age, ability, gender, ethnicity, religious belief or social/economic status

Insurance

- An insurance policy will be taken in other to cover for injuries to players and staff, loss or damage of equipment or properties that involves the activities of the club

Discipline and Appeals

- It shall be the responsibility of the management committee and / or coaches to resolve issues and concerns in a fair manner between players, between players and coaches, or between parents and either players or coaches.
- All complaints regarding the behaviour of Members should be submitted in writing or by email to the Club Secretary.
- The Club Secretary will acknowledge receipt of any complaint in writing or by email within 3 days of the complaint being lodged and will inform all members of the Management Committee that a complaint has been lodged.
- If in the first instance the complaint cannot be resolved verbally by the Club Chairman and the complainant wishes to make an Official Complaint, the Club Chairman will arrange for a Disciplinary Panel consisting of a minimum of 3 members of the Management Committee to hear the complaint within 7 days of receipt of notification of the complaint from the Club Secretary.
- The Disciplinary Panel must not include any person(s) who may have any personal involvement in either side of the dispute.



- The Disciplinary Panel has the power to resolve and to take appropriate disciplinary action including the termination of membership.
- The outcome of a disciplinary hearing should be notified in writing or by email to the person who lodged the complaint and the Member against whom the complaint was made within 3 days of the hearing.
- There will be the right to appeal to the Club Secretary following disciplinary action being announced.
- The Management Committee should consider the appeal within 7 days of its receipt by the Club

Dissolution

- A resolution to dissolve the Club can only be passed at an AGM or EGM through a majority vote of the Members.
- In the event of dissolution, any assets of the Club shall either be put up for sale/auction or donated to charitable sport organizations with similar goals towards the development of the game.

Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an AGM or EGM

Declaration

Bravura Volleyball Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of Members.

Signed Management committee Bravura Volleyball Club

