Constitutions

Constitutions are frequently asked for in support of grant applications but its main purpose is to allow everyone - members, volunteers, management committee and paid staff a clear idea of how the group operates and its purpose. It helps to establish consistency, transparency and fairness.

The constitution does not need to be long and complex. Below are some of the main areas that have to be considered when writing a constitution. If you want to see a specimen constitution try looking on the internet or speak to other clubs or groups with whom you may have contact with and ask if they will let you look at theirs.

Structure of a Constitution

The club will need to be formally named e.g. “The Club shall be called ……”

Objects/Purpose of the club.

Normally, in the constitution, what the organisation aims to do is defined. This will state the parameters within which activities must take place and therefore will need to be chosen carefully. It is a good idea to make these statements as broad as possible so that the club can offer a broad range of activities and be as flexible as possible e.g.

- To assist and educate young people through leisure and recreational activities.
- To support and develop young people so that may become fully mature adults and be able to play a full and active role in society.
- To encourage and support young people to take a full and active part in the running and development of the club/project.

Alterations to the Constitution

Alterations to the constitution should only be made at the AGM or a meeting called especially for this purpose (an Extraordinary General Meeting or EGM).

Dissolution

In the constitution, it should be stated what happens to the clubs assets if the club is disbanded. It could be that the assets are given to another local group or left in a trust until the group has reorganised itself.