

Special Olympics Gymnastics Program Constitution- Christopher Newport University

Article I - Name

The name of this organization shall be the Special Olympics Gymnastics Program.

Article II - Purpose

The purpose of the organization shall be to help those born with special needs. The gymnastics program in Newport News gives children with special needs a fun, social, and athletic program that allows them to interact with volunteer coaches and other athletes, and to develop coordination and confidence through the sport of artistic gymnastics.

Article III - Membership

Section 1. Any student regularly enrolled in Christopher Newport University may be a member of the Special Olympics Gymnastics program.

The Special Olympics Gymnastics program shall not haze any prospective member for the purpose of admission into or affiliation with the organization. Members of SOG are free to leave or dissociate without fear of retribution or harassment. SOG shall not discriminate based on race, creed, color, sex, age, national origin, disability and sexual orientation.

Section 2. Categories of Membership

Only active members of SOG are permitted to participate in voting and leadership positions. Members cannot be considered volunteer coaches until all necessary paperwork is submitted.

Section 3. Qualifications and Privileges.

A member is considered active if they attend the majority of practices during a given semester. Exceptions can be approved by the leadership team if the member must miss due to work, commitment to a school organization or sports team, or due to illness or family emergency.

Section 4. Removal procedures

A member can be considered inactive if they do not attend practices on a regular basis, do not answer emails, or no longer attend Christopher Newport University. Members that have become inactive may rejoin the organization with a commitment to the following semester.

Article IV – Meetings

Section 1. The minimum number of members that should be present for each weekly Special Olympics practice is relative to the number of athletes that attend practice that week so that the athletes can have a sufficient amount of supervision and so that a safe environment is maintained.

Section 2. The minimum number of members that should attend weekly leadership meeting is relative to the number of positions that are currently filled. Leadership meetings are limited to those that hold positions in the organization.

Section 3. Practices are held on a weekly basis with the exception of University scheduled breaks or campus evacuations.

Article V – Dues

No dues are required from any member.

Article VI—Officers

Section 1. Head Coach, Volunteer Coordinator, Young Athlete Coordinator, Treasurer/Outreach Chair, and Competition Coach are all of the current officer positions available. Volunteers must apply for leadership positions. They may apply for multiple positions, but may only be selected to fill one position. The leadership team will decide on the best candidates and meet with each independently before deciding which volunteers will fill each leadership position. Those applying for head coach must have been in another leadership position first. Possible future head coaches are nominated by the current head coach and voted on by the rest of the leadership team.

Section 2. Officers must be full time students at CNU while they fill a leadership position. Volunteers will have been in the club for two semesters before being eligible to fill a leadership position. Volunteers may apply for a leadership position after having been a part of the club for two semesters. They must be a sophomore or junior when applying. Officers are selected at the beginning of each spring semester. Their first spring semester as an officer is spent under the supervision and coaching of the preceding leader until they believe they can take on the leadership role without further assistance.

Section 3. Head Coach has responsibility over

- maintaining contact with the gym staff and securing our time and space within the facility
- keeping paperwork for the children (athletes)
- keeping a relationship with parents including contacting parents weekly and discussing any problems that occur during or outside of practice.

- overseeing and supervising practice
- making sure everything is prepped for each practice
- having the final decision for which volunteers will be pairing with each child
- dealing with behavioral issues and concerns between child and volunteer (and communicating issues with the child's parents whenever necessary)
- maintaining contact with the advisor

The Volunteer Coordinator is responsible for

- managing paperwork for the volunteers (making sure all paperwork is in and that each volunteer is eligible to be a member of the club based on the standards set in the constitution)
- actively recruits new volunteers for each semester
- sending out emails and maintaining contact with volunteers
- making calendar events and sending invites to volunteers so that they may respond whether or not they are attending each week's practice
- ensuring volunteers have rides
- tracking attendance weekly
- pairing volunteers with children based on who is attending practice (with the assistance and approval of the head coach)
- checking that all volunteers meet the standards for joining and remaining a part of the club

Young Athlete Coordinator must be the one

- overseeing the young athletes during practice
- ensuring everyone is productive
- ensuring the safety of all children
- create obstacle courses and other group activities for practices
- leading warm-ups at practices
- working with the competition coach to make sure volunteers have training sheets and know what to focus on during practice
- evaluate when athletes can begin competing and moving up between competition levels
- communicating specific goals for each child with their volunteer

The Treasurer/Outreach Chair must be

- controlling finances towards events or t-shirts (managing budget)
- coordinating at least one social event per semester (i.e. movie, pizza, games, etc.)
- managing the Compass
- coordinating fundraising efforts
- facilitating awareness for the club
- communicating any issues or questions with the Office of Student Activities
- using resources provided by the Office of Student Activities to raise awareness for the club (i.e. poster materials, handouts in DSU)
- working with volunteer coordinator to promote the club and recruit new volunteers

-connecting with Alpha Sigma Alpha (their philanthropy is associated with Special Olympics) to coordinate combined events or have their presence at practices

Competition Coach needs to

- generally know the routines of the upper level children
- have familiarity with gymnastics terms and techniques
- oversee competitive athletes while they are practicing routines
- attend competition in May and extra prep practices before competition

Section 4. An officer may be removed if they have not filled their role or worked to the best of their ability to benefit the club with their leadership position. Officer removal must be decided on by all other members of the leadership team (3 of the 4 members must agree upon the removal of the 5th member before they are replaced). Officers poorly fulfilling their role may be warned that they are on probation for not fulfilling their role.

Article VII - Advisor

Section 1. Dr. Laura Lamontagne is the designated faculty advisor from Christopher Newport University as of the Fall 2014 semester.

Section 2. The advisor needs to attend at least two practices during each semester, must comply to the rules set by the organization, and must be available to assist the leadership team when conflict arises between the organization and World Class Gymnastics regarding designated practice time.

The advisor shall work closely with the organization in coordinating activities to insure that they are conducted in compliance with Christopher Newport University policies and the laws of the United States of America, the Commonwealth of Virginia, and the City of Newport News.

Section 3. The leadership team will decide which potential advisor is best qualified for the position.

Section 4. The advisor can be removed if the leadership team decides that they are not filling their required roles with consideration for the benefit of the organization.

Article VII – Responsibilities

The organization will adhere to University policies and all local, state and federal laws.

Article IX - Amendments

Section 1. Amendments may be proposed by any active member and must be approved by all members of the leadership team before being accepted as a part of the Constitution.

Section 2. Any revisions to the constitution and/or by-laws must be reviewed by the Office of Student Activities.