

free
legal
advice
centre



trinity college dublin

Constitution

Preamble

Trinity FLAC is founded on the fundamental principle of Social Justice. Social Justice entails the concepts of Social Inclusion, Equality and Fairness. The Society shall uphold and promote these ideals in all of its activities.

Article 1

The society shall be known as Trinity FLAC.

Article 2

The Objectives of the Society shall be:

a) To provide free legal advice to the students and staff of Trinity College, Dublin through clinics staffed by voluntary, qualified solicitors or barristers, weekly or at such

intervals as the committee sees fit;

b) To campaign on issues of Social Justice;

c) To promote awareness of legal rights and obligations amongst the students and staff of Trinity College Dublin, through legal information sessions, talks, newspaper articles, pamphlets and other media;

d) To conduct legal research into various aspects of public interest law, and pass on the results to interested persons and bodies; and

e) To do all such other things as are incidental or conducive to the attainment of the aforementioned objectives.

Article 3

Membership shall be open to all students and staff of the University. Ordinary membership shall be granted to students in return for an annual subscription. The figure of said subscription shall be decided by the Committee at the Annual General Meeting "in accordance with all conditions and limits set by the Central Societies Committee, hereafter referred to as CSC."

Article 4

The Committee shall consist of the following officers: the Chairperson, the Secretary, the Treasurer, the Clinics Officer, the Legal Research Officer, the Public Relations Officer, the Fundraising Officer, the Moot Court Convenor, Senior Freshman Representative, the Junior Freshman Representative, two Deputy Legal Research Officers and three Ordinary Committee Members. At least two Ordinary Committee Member positions must be elected at the Annual General Meeting.

One Ordinary Committee Member must be elected at the beginning of Michaelmas term.

The two Deputy Legal Research Officers must be elected at the beginning of Michaelmas term.

The committee must abide by the following conditions:

a) The committee's term of office shall start and end, one week to the day after the Annual General Meeting held in Hillary term, each year; in order to facilitate the previous committee to adequately complete their duties and to enable the incoming committee to assume power without encumbrances.

b) The committee shall meet at least once during the term. Its function shall be to coordinate the implementation of any activities of the society in pursuance of the objectives of the society.

c) A committee member may be removed from office, if the committee deem them to be uncooperative, inadequately fulfilling of the responsibilities and duties required of their position, and/or act with malice, ignorance or negligence towards the welfare or reputation of this society; provided

- that a meeting is held to discuss the grievance

- that the aforementioned meeting is called after giving the committee member or members in question, one week's notice that such, is the general intention of the committee

- that the removal is approved by 75% of the members present, in a simple ballot

Article 5

The Annual General Meeting of the society shall be held in Hilary Term. Notice of said meeting and its agenda shall be publicised and circulated to the general membership at least seven days before the meeting. The meeting shall be open to all students and members of the staff of the University, but only capitated members of the Society shall be entitled to vote. No member shall have more than one vote.

a) At the meeting the officers shall present their reports of Trinity FLAC's activities for the year. The election of a new Committee shall take place.

b) An Extraordinary General meeting of the Society may be called by the Committee or by two thirds of the members of the society presenting a signed petition to the Committee. Seven days notice, as provided for in the case of an Annual General Meeting shall be given.

c) Candidates for election must be full, capitated members of the Society. Candidates for election must put their name forward to the current chair at least one day before the elections will take place. In the event that the current chair is running for election the names shall be put forward to the treasurer. If more than one person runs for a position voting shall be by secret ballot.

d) No one shall be admitted to membership less than one month before an Annual General Meeting or Extraordinary General Meeting.

Article 6

The Chairperson shall be ultimately responsible for the society's activities and for the society's relations within the college and outside, for liaising with National FLAC and other FLAC groups, for overseeing the members of the society, officers of the committee and ensuring that the Treasurer and Secretary of the society are communicating with the CSC, regularly. The chairperson, along with the treasurer, is held responsible for a Society's finances.

Article 7

The Secretary shall be responsible for the keeping of records, *i.e.* regular meetings, coordinating the running of society events and assisting the Chairperson in the general management of the Society.

Article 8

The Treasurer shall be responsible for all the finances of the Society, for the collection of subscriptions and the maintenance of accounts and shall have the duty of conducting routine communications with the C.S.C. on financial matters including the provision of estimates for expenditure.

Article 9

The Clinics Officer shall be responsible for organising and co-ordinating the Free Legal Advice Clinics on a regular basis, as determined by the committee. The Clinics Officer shall liaise with the supervising lawyers of the Trinity Free Legal Advice Clinics.

Article 10

The Legal Research Officer shall coordinate all research projects within the Society, including among committee members, with FLAC Volunteers, with other societies and any outside organisation deemed pertinent to the research in question. The Deputy Legal Research Officers will assist the Legal Research Officer in their performance of the above duties .

Article 11

The Public Relations Officer shall be responsible for publicising all of the society's events, for emailing members and managing the society websites including social networking pages

Article 12

The Fundraising Officer shall organise the social events of the Society, raise money for the Society and raise money for any other charity which the Society deems appropriate.

Article 13

The Moot Court Convenor shall organise the annual Public Interest Law Moot. The

Convenor shall liaise with a Law School faculty member to help in the organisation of the Moot.

Article 14

The ordinary members of the Committee shall participate in all activities of the society. They shall also be delegated any other duties by the committee, as are seen fit.

Article 15

The committee shall endeavour to promote participation among ordinary members of the Society. This shall be done through acknowledging ordinary members who participate in Society events are FLAC Volunteers. FLAC Volunteers shall be engaged with the activities of the Society to the greatest extent possible.

Article 16

Amendments to this constitution shall come into force only after a simple majority vote of approval of those members present and voting at the AGM; or at a General Meeting called for this purpose and publicised at least one week in advance.

This constitution is binding as and from the date of being approved by Trinity FLAC and the C.S.C.