

# JUSTSERVE: STUDENT CLUB

## CHARTER BYLAWS

Students may use this optional template to develop bylaws for a JustServe Student Club, which may be modified as necessary to accommodate the needs of an individual club. All JustServe Student Clubs must abide by the *JustServe Student Club Rules* (attached). Additionally, JustServe clubs affiliated with or sponsored by a school, and clubs utilizing school facilities or resources are responsible to obey applicable school rules.

## CHARTER OF THE [NAME OF SCHOOL] JUSTSERVE STUDENT CLUB

### ARTICLE I

#### NAME

The name of this organization is the [Name of School] JustServe Student Club.

### ARTICLE II

#### PURPOSE

Our purpose is to be an influence for good in the community through meaningful service. We lift, help, and serve others while building bridges with community service organizations. JustServe.org and mobile app are available resources for finding service opportunities. While serving others, we encourage members to connect and support each other.

### ARTICLE III

#### MEMBERSHIP

**Section 1** Membership is open to all students enrolled at [Name of School].

**Section 2** We will not deny membership to anyone on the basis of race, religion, national origin, ethnicity, color, age, gender, marital status, citizenship, sexual orientation, veteran status, or disability.

**Section 3** No member of the JustServe Student Club will engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace, resulting in physical or mental harm to any fellow student or person.

### ARTICLE IV

#### OFFICERS

**Section 1** The JustServe Student Club must have a president and may have other such officers the club believes necessary, i.e., vice president, secretary, treasurer, representatives, etc. All officers must be students at [Name of School].

**Section 2** Officers are appointed or elected by a majority of the members of the JustServe Student Club.

**Section 3** Each officer's term shall be for one school year, starting at the end of each spring term/semester through the end of the next spring term/semester. Officers shall be appointed or voted upon annually unless an office becomes vacant before the term otherwise would expire. (If that happens, then members may elect a replacement officer as needed.)

**Section 4** The president will direct meetings and activities of the JustServe Student Club, unless he or she delegates that duty to another officer. If applicable, the president or their designee will also represent the Club at inter-student organization meetings.

**Section 5** All other JustServe Student Club officers will act under the direction of the president. The duties of these other officers may include planning and publicizing meetings and events and recruiting members.

**Section 6** Special committees may be created at any time as necessary.

## ARTICLE V

### MEETINGS

**Section 1** An officer transition meeting will be held approximately two weeks following the appointment of new officers.

**Section 2** Regular meetings will be scheduled as needed during the academic year, but at least twice per term/semester.

**Section 3** The president and other student officers may call special or more frequent meetings as necessary.

## ARTICLE VI

### ADVISORS

**Section 1** One or more faculty advisors may be selected by the student officers of the JustServe Student Club from among the faculty or staff members of [Name], with the acceptance of the individual selected.

**Section 2** The advisor's term will be one school year (starting at the end of each spring term/semester through the end of the next spring term/semester), but may be renewed at the request of the student officers.

**Section 3** The removal of an advisor would need to follow the procedure of the school.

## ARTICLE VII

### FINANCES/DUES/FEES

The JustServe Student Club is a not-for-profit organization, and there are no mandatory dues or fees to participate in JustServe activities. The JustServe Student Club may accept voluntary contributions, grants, or sponsorships to help cover the cost of meals, club activities, or service projects consistent with *JustServe Student Club Rules* and the applicable rules of [Name of School].

## ARTICLE VIII

### AMENDMENTS

**Section 1** Amendments and revisions to the constitution must be reviewed and approved by the student officers and faculty advisor(s), if applicable.

**Section 2** Amendments must be written and explained to members of the JustServe Student Club and presented to the voting members for ratification.

## ARTICLE IX

### STATEMENT OF COMPLIANCE

**Section 1** The JustServe Student Club agrees to abide by the *JustServe Student Club Rules*, incorporated here by reference.

**Section 2** The JustServe Student Club agrees to adhere to applicable rules governing student clubs of [Name of School].

**Section 3** The JustServe Student Club agrees to adhere to applicable rules governing the use of school facilities or other school resources.

## ARTICLE X

### ENABLING ACT

Upon approval of this charter by the majority of voting members of the JustServe Student Club, it shall become effective immediately.

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JustServe Student Club President

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JustServe Club President Name

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Date

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Faculty Advisor (if applicable)

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Faculty Advisor (if applicable)

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Date

# JUSTSERVE STUDENT CLUB

## RULES

**We are so glad you want to make a difference in your area. Be a JustServe Champion by starting your own club or by adopting JustServe as the outreach platform for an existing Service Club on campus.**

Here are some guidelines that will help you succeed as you decide to use the JustServe Brand. At JustServe, we are all about service, and a club that helps students find good ways to serve the community is a great idea. You are welcome to use the JustServe® name and logo for your club, as long as you follow a few simple guidelines:

1. Strictly follow the *JustServe Style Guide* whenever you use our trademark in any way.
2. Don't discriminate based on race, religion, gender, ethnicity, disability, sexual orientation, or any other protected status in your club or in the activities you coordinate. Make your club a welcoming place that honors differences and encourages respect for everyone.
3. No hazing.
4. Get out and serve! Have fun. The JustServe website is a great place to find projects in your area, or you may find your own projects. Either way, select projects in keeping with our JustServe Community Guidelines and that are appropriate for the ages, abilities, and experience of your club members. (See the Guidelines on JustServe.org, then About Us page.) Avoid projects that could put anyone at risk or create uncomfortable situations, such as working one-on-one with someone they do not trust or handling tools or equipment they are not trained to handle. The goal is to help those in need and enhance the quality of life in your community.

If you fail to follow these guidelines, you forfeit your permission to use the JustServe® trademark. Adhering to these guidelines helps us keep the trademark meaningful—a symbol of positive community service.

In addition to these guidelines, you should follow the rules of your school with regard to student clubs. Every school has policies. Research the policies that apply to you or ask your dean of students for help. You can download a sample charter bylaws for your club, although you may have to customize it to meet your school's requirements.

By using our trademark and website, you agree that you are subject to the Terms of Use and Privacy Policy posted on the JustServe website. Our allowing you to use the trademark does imply that we (or our sponsoring organization) endorse you or your club. We do not provide insurance coverage or otherwise assume responsibility for you, your club members, or your volunteers, even if you use our trademark or engage in activities posted on our website. You are solely responsible for your own decisions, communications, meetings, and activities. You release us from any liability whatsoever.