Article I: Name, Purpose, & Objectives

Section A: *Name*

The name of this organization shall be known as **IGNITE OSU.**

Section B: *Purpose*

The purpose of this organization shall be to encourage and empower young women to develop their political ambition, civic engagement, and leadership skills, to create a supportive and nonpartisan female community within The Ohio State University, and to build the next generation of women leaders.

Section C: *Objectives*

To achieve its purpose, this organization shall:

* Provide trainings, resources, and a network of elected officials
* Create and advertise opportunities for civic engagement
* Increase knowledge of policies, political procedures, and campaigning
* Encourage engagement in statewide and national IGNITE activities
* Support women in their political aspirations

Article II: Membership

Section A: *Eligibility*

Membership is open to any college/university student who is interested in increasing their political ambition, civic engagement, and leadership skills and is committed to creating a supportive female community within The Ohio State University.

Section B: *Active membership*

Upon their attendance at a chapter meeting, the applicant will be considered an active member. The responsibilities of active membership are as follows:

* Attend chapter meetings and be an active, respectful, and responsible participant during meetings.
* Support and help organize chapter events with guidance from the leadership team.
* Participate in events, conferences, field trips, and other relevant activities organized by the leadership team and other members.

Section C: *Removal of Members*

Members may be temporarily or permanently removed by a two-thirds vote of all active members who choose to participate. This step will only be taken if a complaint is lodged to the officers.

Article III: Officers

Section A: *Duties of Officers*

All Officers must attend every Executive Board meeting, Chapter meeting, Chapter event, and social meeting unless otherwise excused in advance by the President. Officers must complete all duties herein and those designated by their Executive Board peers within a timely manner. Officers must also provide detailed transitional documents for their successors and be willing to answer questions following the end of their terms.

The officers of this IGNITE College Chapter shall be:

* **President:** The President shall organize the Executive Board’s responsibilities, set meeting agendas, lead Executive Board meetings, and facilitate Chapter meetings. The President will be the point of contact and face of the IGNITE College Chapter. Most importantly, the President will represent IGNITE’s ideals and values to the college community and beyond. The President must serve as Former President Advisor for one full semester following their term.
* **Vice-President:** The Vice-President shall manage all collaborative events with other student organizations by acting as a liaison to the Chapter. They shall be the point of contact to IGNITE National. They shall also assist the President, aid in schedule planning for the semester, and take over Presidential responsibilities should the President become incapacitated.
* **Membership Director:** The Membership Director shall manage all recruitment and membership retention activities; including but not limited to: controlling advertising and membership attendance, planning social events, and controlling Involvement Fairs activities.
* **Social Media and Events Director:** The Social Media and Events director shall manage all social media accounts and digital outreach and advertise events accordingly via social media platforms. The Social Media and Events Director shall also control all financials and manage the logistics for Chapter meetings; including but not limited to: catering and venue.
* **Secretary:** The Secretary takes attendance at Chapter meetings, takes notes at E-Board meetings, and maintains all Chapter records.
* **Former President Advisor:** Former presidents of the chapter shall serve as an advisor to the next president for one full semester following the end of their term. The Former President Advisor is at the disposal of the President; the Former President Advisor shall answers all questions of the President in a timely manner, volunteer their time to assist the chapter when the President requires it, and attend select Executive Board meetings at the request of the President.

Section B: *Elections*

Chapter officers must be students in good standing and committed to the perseverance of the chapter. Candidates must complete an application written and provided by the previous administration, for which the completed copies shall be provided to every member of the chapter. The officers shall be elected by ballot at the last meeting of the fall semester by a majority of the votes cast for that office. The officers shall serve for one year and their term of office shall begin at the beginning of the spring semester. If for any reason a vacancy occurs, the leadership team may hold elections if they deem it necessary.

Article IV: Amendments

Section A: *Process*

Any member in good standing may submit an amendment to the constitution to the President at any time. The constitution must be amended by the President following a majority vote of the Executive Board.

Article V: Dissolution

Section A: *Process*

If an IGNITE chapter is inactive for 12 consecutive months, the group will be dissolved.

Article VI: Nondiscrimination Statement

IGNITE OSU does not and shall not discriminate on the basis of race, color, religion, sex, sexual orientation, gender expression, age, ancestry, disability, marital status, or military status in any of its activities or operations. These activities include the addition of new members and the election of officers. We are committed to total equality, both in our daily operations and in our foundation.