The Constitution of In Safe Hands Organization

**Article I- Name, Purpose, and Non-Discrimination Policy of the Organization**

**Section 1: Name**

1. In Safe Hands

**Section 2: Purpose**

1. The purpose of this organization is to demand the liberation and encourage the freedom of Human Trafficking victims but most notably within a care provider setting (All health professionals). We aim to foster a community in which students actively commit to a role in tackling the prevalence of Human Trafficking. As future leaders, it’s our responsibility to turn our attention to this marginalized community and pledge to take deliberate and intentional action to embolden the freedom and liberation of those with whom we engage and to ensure those we serve are In Safe Hands.

**Section 3: Non-discrimination policy**

1. This organization does not discriminate based on age, ancestry, color, disability, gender

identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, admission, and employment.

1. Students will demonstrate respect and the level of maturity expected of all college students. They will not discriminate against anyone for any of the afore mentioned bases nor will they shame or blame victims for their circumstances under any reason.

**Article II- Aims and Goals**

1. Creating engaging service and educational opportunities and for The Ohio State University and surrounding Columbus area to spread awareness on the realities of human trafficking and how health professionals can be the most critical line of defense.

**Article III- Membership**

**Section 1: Ohio State University Students**

1. All Ohio State students arewelcome to join this organization. Students who indicate interest in joining and are willing to uphold organizational values are welcome. Any students interested in a future health profession including but not limited to pre-dental, social work, psychiatry, and pre-medical students who demonstrate interest in the organization and are willing to uphold organizational values are welcome.
2. All members are responsible for a $20 membership fee
3. Members will gain and interact with professionals of the

**Section 2: Alumni and Advisors**

1. Alumni, faculty, staff, and human trafficking advocates are welcome to join the committee but will not have voting rights.

**Article III- Organizational Leadership**

**Section 1: President (Primary Leader)**

1. Responsible for attending biweekly executive officer meetings
2. Management and out-reach to other organizations and speakers. Resubmits registration every year. Presides over all meetings. Assist Plans and coordinate all events sponsored by this organization.
3. The president shall be responsible for scheduling and presiding over all general member meetings and executive board meetings.
4. The president shall maintain a close affiliation between its members and advisor.
5. The president shall be the organization's main representative responsible for all external communications.
6. The president shall have the authority to establish ad hoc committees as needed.
7. The president shall oversee executive board selection and transition at the end of the year.
8. Host biweekly executive officer meetings.

**Section 2: Vice President (Secondary Leader)**

1. Responsible for attending biweekly executive officer meetings.
2. Assists in running and directing biweekly meetings and helps with organizing speakers. Manages complaints, ideas, membership consent forms and will serve as members 1st point of contact.
3. The vice president forms all the duties of the office of the president in the absence of or at the request of the president.
4. In the case of presidential vacancy, a vice president shall be interim president, for no more than three weeks, until the vacancy is filled.

**Section 3: Treasurer**

1. Responsible for attending biweekly executive officer meetings.
2. Track expenses and yearly reports and request funding from the University, when necessary.
3. Will keep track of members in attendance of all meetings as well as who has paid the dues.

**Section 4: Outreach Director**

1. Responsible for attending biweekly executive officer meetings.
2. Assist Plans and coordinate all events sponsored by this organization.

**Section 5: Creative Director and Social Media Manager**

1. Responsible for attending biweekly executive officer meetings
2. Responsible for the curation and dissemination of organizational information and the social media presence of the organization. They are responsible for sending out flyers with meeting dates, times, and location.

**\*All positions of Office are to be held for one academic year with re-election taking place at the end of the academic school year. Sitting board members are not required to reapply but performance will be evaluated by advisor and or President.**

**Article IV- Selecting and Removing Executive Officers and Members**

**Section 1: Executive Member Selection**

1. Executive officer selection will require that the member be a part of the organization for at least one academic semester. Any member who meets this standard can become an executive board member of *In Safe Hands.* Students will provide their contact information. Previous knowledge or experiences of human trafficking advocacy and awareness is not required, but it is encouraged.
2. All applicants will be required to answer why they represent the ideal person to hold said office.
3. All applicants interested in becoming an executive member of *In Safe Hands*, are to fill out and apply for the position of interest which will become available at the end of the academic school year tentatively **March 31st** and are required to attend a short 30min interview if their application receives further consideration.
4. All executive officers are to be able to attend biweekly executive officer meetings in addition to biweekly general membership meetings
5. Current executive members can apply to a new position and must apply the same way a general member would including a 30min interview.
6. **Voting** **will be allowed by the current executive members only. If an executive member is applying for a different e-board position, they will not have voting rights for that position**.
7. Executive members performing their duties can retain their current position until the position is vacated.

**Section 2: Member Acceptance**

1. All interested members are encouraged to express their interest in advocating for human trafficking, willingness to learn and dedication to gaining a new understanding of human trafficking within the health field by attending and participating in meetings.
2. Members must agree and sign a statement of confidentiality to protect and ensure the protection of potential patient information.
3. As required by the Guidelines for the Student Organizations, 90% of the membership of an organization must include current and active Ohio State University Students. **Non-students** (who are not current students at The Ohio State University) may join but cannot hold an executive board position.
4. Must be able to pay membership fee of **$20** to be used to sponsor member events and obtain guest speakers. Benefits of membership include potential letter of recommendation from advisor, t-shirt, and chance to win activism award at the annual night of excellence.

**Section 3: Member Removal**

1. Members will be removed from the organization if their behavior is determined to cause any physical, emotional, or mental harm which violates this organization’s constitution and by-laws or engages in any behavior that violates The Ohio State University Code of Student Conduct or any federal, state, or local law. This member will be removed with the majority vote of the officers and with deliberation with this organization’s advisor.
2. Failure to make membership fee of $20.
3. Under no circumstances will we return membership dues.

**Section 4: Removal of Executive Officers**

1. Executive Officers shall be removed from their position from the cause. Cause for removal includes, but it is not limited to:
2. Failure to perform executive board duties, which includes missing (3) consecutive meetings general body meetings within a semester without prior advisor's approval or notification.
3. A violation of this constitution or by-laws any detrimental behavior that inhibits the advancement of this organization, which includes a violation of The Ohio State University student conduct/policy or any state, federal or local law. The Executive Board may act for removal with a ⅔ affirmative vote within the board members and also with deliberation with this organization’s advisor.

**Article V- Advisor(s) and Board of Advisors**

1. Qualifications to become an advisor is that the advisor must be a full-time member of Ohio State’s faculty or Administrative & Professional staff. If the advisor does not meet the qualifications mentioned above, then that advisor must have a co-advisor who fulfills those qualifications. The advisor is responsible for advising the organization's officers on any issues that may arise and are deemed necessary.

**Article VI- Organizational Meetings**

1. Meetings will be held biweekly at an agreed-upon location and time. Members are expected to attend at least one meeting per month.
2. Executive officers are expected to attend

**Article VII- Amending Constitution**

1. Requests for amending can be brought up by any members. The Constitutioncan be amended by a majority vote of the members. All amendments will be voted on and require an agreement of ⅔ of members. In addition, the final draft of amendments must be approved by the appointed advisor.

**Article VIII- Dissolution Process**

1. If the club must go through a dissolution process, any organization assets and debts that remain will be managed by the club’s leading officers and advisor for the disposition of these assets and debts.

**Student Waiver for participation**

#### **Please read the following statement carefully before agreeing.**

#### I hereby release and hold harmless the In Safe Hands Organization and its agents, speakers, representatives, officers, and directors, from any liability, costs, damages, causes of action suits, and/or claims of any kind or nature (collectively the “Claims”) related to or arising out of my providing volunteer services or membership to said organization.

#### This release applies to all Claims, whether known or unknown, foreseen or unforeseen, that I have at any time against In Safe Hands and its agents, speakers, representatives, officers, and directors.

#### As indicated by my signature below, I have read and fully understand the terms of this release.

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#### **STATEMENT OF CONFIDENTIALITY**

#### Due to the nature of information available through the In Safe Hands Organization, it is imperative that each member, whether organization officer or ordinary member, understands and is committed to the issue of confidentiality.

#### As a member and or officer of In Safe Hands Organization, I agree to respect and maintain the confidentiality of all information, whether written or verbal, which pertains to the services, exposure, experiences, and information provided by the In Safe Hands Organization and to make no voluntary disclosure of such information except to persons authorized to obtain it. I will not discuss or distribute any information about the patient, patron, or staff information without the President and/or Executive Director's express written consent or other appropriate authority.

#### If I encounter a patient or victim outside of the organization, I agree not to acknowledge the patient unless first acknowledged by the patient. At no time will I acknowledge to anyone that I know the patient from the organization.

#### Failure to comply with this policy may result in dismissal from the organization

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