



NATIONAL MOVEMENT OF CATHOLIC STUDENTS

CONSTITUTION

As approved by the ZCBC 2014

PREAMBLE

1. We as NMCS in keeping with our faith and morals based in the love of God and Humanity in pursuit of peace, social justice, societal transformation and denouncement of all which militates against life, in unison with the Catholic Church;
2. We Catholic Students from all institutions of Higher Learning and Tertiary Education, united by our cultural and educational diversities;
3. In pursuit of the social teaching of the church which richly emphasizes the church's commitment to a preferential option for the poor, powerless, marginalized and under-privileged and the undisputed reality that the resources of the world are for the people who dwell in it;
4. We endeavor to build students in leadership, faith formation, life skills, personal development for their efficient and effective participation and contribution in National Issues;
5. In keeping with our Christian virtues of evangelization and respect of human rights, which are values that are disrespected in unjust social, political, cultural and economic systems and in pursuit of the noble Christian and Catholic goals;
6. Believing in the Supremacy of the Almighty God, One Holy Catholic and Apostolic Church; We thus establish, adopt and commit to this constitution for the National Movement of Catholic Students (NMCS).

1. NAME OF MOVEMENT

- i. The movement shall be known as the National Movement of Catholic Students (NMCS) Zimbabwe

2. INTERPRETATION

- i. Words are to be ascribed their ordinary English meaning but in the event that this leads to an absurdity and/or ambiguity they are to be interpreted in such a way as to further the aims and objectives of this Movement.
- ii. Any reference of the singular where appropriate should be taken to refer to the plurals
- iii. Movement / Organisation refers to the NATIONAL MOVEMENT OF CATHOLIC STUDENTS-Zimbabwe

3. AIMS AND OBJECTIVES

- i. To facilitate a deeper understanding and fuller practice of the Christian Social Teachings among our members.

...This Constitution consists of 9 Printed Pages



- ii. Faith Formation
- iii. To co-ordinate the activities of the students in the struggle for social justice and to be the critical and loud voice of the voiceless.
- iv. To take responsibility for students' milieu in a way that is in solidarity with the transformation of the whole of society.
- v. To take a decisive option for the poor and marginalized of our society.
- vi. To evangelize the political, social, cultural and economic dimensions of life, and to actively participate in the transformation of society through the exercise of moral pressure in a peaceful but effective way.

To do anything in the achievement of the above aims and objectives and anything incidental thereto;

4. MEMBERSHIP

A **member** is a registered and fully paid up entity or individual. A membership fee shall be decided either by the AGM or the National Executive at the start of each year.

Types of members

1. Ordinary Members
2. Associate Members
3. Affiliate Members

4.1 Ordinary Members

Ordinary membership of NMCS shall be open to students in colleges, seminaries and institutions of higher learning. Membership shall devolve upon a person by virtue of registration and affiliation. Furthermore an Ordinary member is supposed to be a practicing Catholic.

Ordinary members shall have the capacity to;

- a) Participate in any activity or project which NMCS may undertake.
- b) Belong to a Catholic Society from their respective college.
- c) Attend and participate in all NMCS functions and activities.
- d) Make binding decision of the movement through the AGM.
- e) Vote and be voted for during any elections of NMCS at Catholic Society, Regional and National Level.
- f) Represent NMCS at any level as mandated by the National Executive
- g) Withdraw one's membership in writing with at least seven days' notice at any given time.



4.2 Associate Member

An associate member is any former member of NMCS who can participate like any beneficiary but does not have voting rights.

Associate members shall have the capacity to;

- a) Be beneficiaries to NMCS activities and functions.
- b) Ineligible for election into NMCS executive.
- c) Have the capacity to monitor and observe any election as and when mandated to do so by the National Executive.

4.3 Affiliate Member

Affiliate membership shall be conferred by the National Executive upon any individual, organization or establishment which share the values and principles of NMCS.

Affiliate members shall;

- a) Be beneficiaries, benefactors and or partners of NMCS
- b) Support activities of NMCS as and when requested to do so.

5. STRUCTURE OF THE MOVEMENT

The structure of the movement shall be made up of the following the Assembly, National Executive, Chaplaincy and Secretariat.

5.1 THE ASSEMBLY

The assembly is made up of fully registered and subscribed **ordinary members** of NMCS at an elective conference.

ROLES OF THE ASSEMBLY

- i. The decisions of the national executive committee are superseded by those of the National Assembly during the elective conference;
- ii. The National Executive is accountable to the Assembly
- iii. To uphold the constitution and any other instruments that perpetuates the realization of the aims and objectives of the movement.

5.2 National Executive



- i. There shall be a National Executive composed of six (6) elected Office Bearers namely; President, Vice President, Organising Secretary, Secretary, Treasurer and Public Relations Officer. The National Executive will work on a voluntary basis. The National Executive shall meet at least three times a year and whenever necessary. A quorum shall be constituted by at least half the elected members (rounded up to the nearest whole person) of the national executive committee within the meeting.

Roles of the National Executive

- i. Provides leadership in the Movement towards the realization of aims and objectives
- ii. To plan monitor and implement activities and events of the movement
- iii. Monitor the planning and implementation of activities and events by Regional Executives at regional level
- iv. To provide accountability to the movement
- v. Powers of substitution

Duties of the National Executive

i. President

- a. Convenes and chairs Executive meetings and Assembly
- b. Prepares the agenda of the executive meetings with the Secretary
- c. Takes vote during meetings
- d. Visits and meets with Regional Executives together with any of the executive members
- e. Responsible for official communication between the National Executive and Secretariat
- f. Representative to the International Movement of Catholic Students (IMCS-MIEC)
- g. Can delegate any of the above duties to the National Executive

ii. Vice President

- a. Works hand in hand with the President in performing duties assigned to the President
- b. Acts in the absence of the President
- c. Chairs the disciplinary Committee.
- d. Organizing fund raising activities to ensure Movement viability and sustainability
- e. Oversees the finances of the movement

iii. Organising Secretary



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- a. Oversees organizational requirements for seminars, workshops and assemblies
- b. Chairs the Organising Committee(s) constituted for such meetings
- c. In the conduct of duties the Organising Secretary is mandated by National Executive
- d. Shall liaise with the Programmes Officer on programs and implementation.

iv. Treasurer

- a. Custodian of the finances of the Movement
- b. Liaises with the Vice President on finances of the Movement
- c. Presents Annual Financial report to the as well as draft activity accounts to the Movement
- d. Keeps proper books of accounts in consultation with the Finance and Administration Officer

v. Secretary

- a. Prepare agenda for meetings in consultation with the President
- b. Write minutes for NMCS meetings and gatherings
- c. Keeps records of the Movement
- d. Makes the formal communication of the movement
- e. Responsible for maintaining and updating NMCS database

vi. Public Relations Officer

- a. Responsible for publications in consultation with the President
- b. The Official Spokesperson of the movement in collaboration in with the Chaplaincy
- c. Explains the aims and objectives of the Movement to all interested people
- d. Shall be the administrator of the NMCS Website, Social Networking Accounts, Groups or Pages and other information/media related issues.

5.2.2 Regional Executives

- a) Regional executives will be established in Bulawayo, Harare, Masvingo, Midlands and Mutare;
- b) Each Regional Executive shall have six (6) elected Office Bearers namely; Regional President, Vice President, Organising Secretary, Secretary, Treasurer and Public



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Relations Officer whose functions are the same as those of the corresponding Office bearers in the National Executive but executed at regional level

- c) Regional executives shall be responsible for creating and coordinating activities carried out at regional level
- d) They will assist institutions in carrying out any activities set out by the National Executive as part of the Movement's policy and vision
- e) They shall provide a regional link person to the National Executive who is not the Regional President or Vice President but any other member of the Regional Executive.
- f) Should biannual on the state of affairs of the institution which will be submitted to the National Secretary;
- g) The Regional Executive shall meet at least three times a year and whenever necessary. A quorum shall be constituted by at least half the elected members (rounded up to the nearest whole person) of the national executive committee within the meeting.

5.2.3 Institutional Executives

- a. Institutional executives shall be established at all the tertiary institutions in the country
- b. Each institution shall have the following elected office bearers; President, Vice President, Secretary, Treasurer, Organising Secretary, Public Relations Officer and any other offices that their respective constitutions may mandate
- c. The Institutional Executives shall coordinate the activities of the students in their respective institutions
- d. Should biannual on the state of affairs of the institution which will be submitted to the Regional Secretary;

5.3 Chaplaincy

There shall be a Chaplaincy headed by National Chaplain who is appointed by the Zimbabwe Catholic Bishops Conference (ZCBC). The National Chaplain shall work with an Advisory Board.

Functions of the Chaplaincy

- i. Provides Spiritual Direction to the Movement;
- ii. Advises the Movement
- iii. Monitor the day to day operations of the Secretariat through the National Chaplain
- iv. Shall be advised by an Advisory Board
- v. Shall be the Chair of the Advisory Board



5.4 Secretariat

There shall be an appointed secretariat with all or either these office bearers; (i) Coordinator (ii) Programmes Officer and (iii) Finance and Administration Officer. These are bound by this constitution and their contract of employment.

Roles of the Secretariat

- i. Mobilization of resources on behalf of the Movement
- ii. Coordinating and facilitating Movement activities and projects as proposed by the executive;
- iii. Responsible for the finance department and administrative issues of the movement.
- iv. There shall perform the above and any other duties as mandated by the National Executive in consultation with the National Chaplain
- v. Accountable to the board, national executive, benefactors and partners
- vi. Interfaces with the civic partners and benefactors on behalf of the movement
- vii. Safekeeping of movement of resources.

5.5 Advisory Board

Members

- i. The advisory board shall comprise of seven members, the **national chaplain** (who shall be the chairman of the board); **one regional chaplain**, the **president of the national executive** or any other member of the national executive, a **member of the secretariat** and four **other members outside** the movement/associate member, with attention to gender balance.
- ii. The national chaplain shall be the chairperson of the board
- iii. The vice chair of the board shall be appointed or nominated by the chaplain and preferable a woman. Unless otherwise when the chaplain is one.

Term of Office

- iv. The term of office for the board shall be two years, with the national executive president becoming an ex officio member of the board upon election
- v. The board shall meet at least twice a year for general business, and more than the prescribed two times if there are urgent matters to table

Duties/Responsibilities

1. Shall provide spiritual, leadership and moral guidance to the national executive and the national assembly
2. Shall, in moment of crisis/emergency be the highest body of the movement, dealing with matters of faith, discipline, morals, and general functioning of the students body



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3. Shall be the employer of the secretariat, with contracts, terms of reference as prescribed by project donors,
4. The Secretariat reports to the board of advisors (The Chaplain) for accountability's sake, for guidance, discipline and remaining firm in church teaching
5. Provides annual reports to the bishops' conference through the national chaplain
6. The Board shall operate on a voluntary basis

6.0 Elections

Elections shall be held with reference and in accordance with an electoral act.

7.0 DISCIPLINARY COMMITTEE

There shall be a Disciplinary Committee to be chaired by the National Vice President, and will be made up of all Regional Presidents and Regional Chaplains present at any function; A Code of Conduct for the Movement shall be crafted as a statute to help enforce discipline.

Roles of the Disciplinary Committee

- i. Shall preside over all disciplinary proceedings in the Movement;
- ii. Advise the Movement on effective and efficient ways to improve discipline in the Movement
- iii. Responsible for the reviewing of the Code of Conduct Statute periodically
- iv. Produce periodical reports on the behavior and conduct of the members during gatherings

8.0 LEGAL STATUS

- i. The Movement has the right to sue and be sued.

9.0 AFFILIATION

- i. The Movement shall be affiliated to; The International Movement of Catholic Students (IMCS-MIEC);
- ii. The National Catholic Youth Council (NCYC);
- iii. Any other organizations whose aims and objectives do not conflict with those of the movement.

10.0 FINANCE

The Movement's revenue shall be the following:

- a) Donations from well-wishers;
- b) Member Subscriptions, voluntary contributions from Individual members and member Colleges;
- c) Project investments and other development/self-help fundraising activities by the members or the Movement;



11.0 USE OF MOVEMENT'S PROPERTY

- i. Resources and other properties belonging to the Movement shall be used to serve the aims objectives of the Movement;
- ii. For any use to be made of the Movement's money and/or property such use, must be authorized in accordance with agreed regulations as stipulated in the Procedures Manual;

12.0 FINANCIAL BOOKS AND ACCOUNTS

- i. Without in any way contravening any provisions of this constitution, the financial accounts and other properties of the Movement must be kept in accordance with firm monitoring procedures, which adhere to all known financial regulations.
- ii. The finances generated from sources outside the movement shall be accounted for by the sourcing agent.
- iii. Accurate financial records shall be kept at all times. These should be open to inspection by Ordinary Members of the Movement when necessary.
- iv. The Treasurer will be required to present a report on the income and expenditure of the Movement at every Assembly Meeting.

13.0 AMENDMENT OF THE CONSTITUTION

- i. Any amendments to the constitution must be approved by more than half (50%+1 vote) of the Ordinary Members;
- ii. For discussions to the effects of amending the constitution to be raised in the assembly they must receive accreditation of a simple majority in the National Executive.
- iii. Any suggestions of the amendments that are to be presented to conference for discussion and or approval should be forwarded to the National Executive committee at least three months before the National Assembly.

14.0 DISSOLUTION

- i. In case that the Movement is dissolved any funds/assets that may have accrued to the movement must be made over to the Zimbabwe Catholic Bishops Conference.