



NEW ZEALAND INTERNATIONAL BIOLOGY OLYMPIAD

CONSTITUTION

Article I Name

The name of this organization shall be New Zealand International Biology Olympiad (NZIBO).

Article II Purpose and Goals

The New Zealand International Biology Olympiad (NZIBO) is established to run the New Zealand Biology Olympiad Competition. This competition shall culminate in the selection of the top four secondary school Biology students. These top 4 students shall represent New Zealand at the International Biology Olympiad (IBO) held in the year of their selection. The national competition shall provide training in the IBO curriculum for the students who participate so that these students have the necessary knowledge to compete at the IBO should they be selected to represent New Zealand.

NZIBO shall also provide two Team Leaders to represent New Zealand on the international jury at the IBO competition each year. These leaders shall be selected by majority vote of the NZIBO committee members and must possess appropriate advanced biological knowledge. Team Leaders shall accompany the NZ team of four students to the IBO competition.

Further, the New Zealand International Biology Olympiad aims to promote the study of Biology in New Zealand through the nationwide promotion of participation in the New Zealand Biology Olympiad and the recognition of academic excellence in Biology at secondary school level.

The New Zealand International Biology Olympiad is recognized by the International Biology Olympiad (Prague). NZIBO abides by and supports the IBO rules and regulations as set out on their website <http://www.ibo-info.org/ibo.htm>

NZIBO is supported by Biology Educators Association of New Zealand (BEANZ).

Article III Membership & Meetings

Membership shall be open to biologists resident in New Zealand. The New Zealand International Biology Olympiad does not discriminate on the basis of race, age, sex, religion, national origin, sexual orientation, marital status or disability. Membership must be approved by 50% or more of the NZIBO committee members. As a member, one is required to actively support organizational goals and to take on such tasks as the committee deems appropriate in consultation with the member.

Membership to the committee shall be by vote of 50% of the membership.

Membership may be revoked by a vote of 75% or more of the committee members.

Meetings shall be primarily via email. Committee members shall ensure that all general business is sent to all members at their preferred email addresses. An AGM shall be held once a year during the practical training camp in the April school holidays. A quorum for the AGM shall be deemed to be at least half of the committee including at least one officer.

Article IV Officers

Election of Officers

Election of officers shall require a majority vote from the membership. Officers shall be limited to a President, Secretary and Treasurer.

Term of Office

The term of office shall not be limited.

Officer Removal

Officers may be removed from office by a vote of 75% of the committee if actions are deemed inappropriate by the membership. The officer shall have the right to speak before the committee and membership about the charges made concerning his/her performance. The officer is not permitted to participate in the deliberation of the committee regarding the charges.

Resignation of an Officer shall be in writing to the committee and given in reasonable time to allow a replacement to be found.

Officer Duties

The President Shall:

Chair all email and face to face meetings of the NZIBO.
Represent the NZIBO in New Zealand and for all IBO matters arising.
Promote the organizational goals of NZIBO.
Develop sponsorship relationships.
Maintain relationships with all corporate sponsors.
Solicit funds from appropriate funding bodies.
Maintain communication with the NZ Ministry of Education and other relevant professional bodies.
Cosign organizational cheques with the Treasurer when the Secretary is unavailable to do so.

The Secretary Shall:

Maintain an accurate record of all organization meetings, email and post for members.
Maintain a membership directory.
Correspond when necessary with the IBO and other recognized organizations.
Support the President in applications for funds.
Cosign organizational cheques with the Treasurer when the President is unavailable to do so.

The Treasurer Shall:

Maintain an accurate record of all organizational financial transactions.
Collect examination and other fees as required.
Develop an annual budget and present to the membership at the AGM for approval.
Prepare financial records for an Audit if required.
Support the President in applications for funds, providing such financial records as may be required.
Sign or cosign (with either the President or Secretary) organizational cheques.

Article V Finances

The treasurer shall maintain accurate records of all financial transactions. All monies belonging to NZIBO shall be deposited and disbursed through a bank account established for this purpose. All monies received must be banked as soon as possible following receipt. All payments made must have appropriate supporting documentation in the form of invoices (either paper or electronic). Payments shall be made in a timely fashion.

The Treasurer shall provide an annual financial statement at the AGM and carry out such activities as may be required to complete an Audit if requested.

Article VI Amendments & Ratification

Amendments to this constitution shall be submitted electronically to the Secretary at least two weeks prior to the AGM. The Secretary shall circulate the proposed amendments to all members two weeks prior to the AGM. Said amendment/s shall be voted on at the AGM. In order to accept the amendment a vote of 75% of the committee is required.

This constitution shall become effective upon approval of 75% of the membership.

As founding members of NZIBO we the undersigned attest that this is the constitution of the New Zealand Biology Olympiad (NZIBO) as at February 2007 and that this constitution has been ratified by 75% of the membership.

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