

**CONSTITUTION OF
THE ASSOCIATION FOR JAPAN EXCHANGE AND TEACHING (AJET)
TOKUSHIMA CHAPTER**

ARTICLE I: NAME & PURPOSE

Section 1: Name

This organization shall be known as the Association for Japan Exchange and Teaching (AJET) – Tokushima Chapter, hereafter referred to as Tokushima AJET.

Section 2: Purpose

As outlined in Article IX, Section 1 of the national AJET constitution, the purpose of this organization is as follows:

“The purpose of an AJET Prefectural Chapter shall be to pursue locally the needs and interests of AJET members consistent with the purpose of AJET [National Council] [...] Each AJET Prefectural Chapter shall cooperate with the AJET National Council in meeting the needs of AJET members.”

Therefore, the goal of Tokushima AJET is to undertake locally the stated purpose of the AJET National Council, which is to “promote community and peer fellowship, provide support and resources, and act as the representative body of JET participants.”

The organization shall work closely with the Tokushima Prefectural Office and the AJET Block 8 Representative to disseminate information from the Program to participants in the prefecture.

Tokushima AJET also aims to facilitate cultural exchange through local engagement and encourage good relations between JET participants and the Tokushima community at large.

ARTICLE II: MEMBERSHIP & DUES

Section 1: Membership

Membership of Tokushima AJET shall consist of all current JET Program participants in Tokushima Prefecture.

Section 2: Dues

There are no local or national dues.

ARTICLE III: EXECUTIVE COMMITTEE

Section 1: Officers

Leadership of this organization shall be vested in five (5) Officers comprising an Executive Committee responsible to the entire membership to uphold this constitution. Each year’s Tokushima AJET Executive Committee shall establish an internal structure of officer roles and division of responsibilities. The committee shall delegate the specific roles and duties to each officer in accordance with community needs and personnel ability. Upon agreement of internal structure, the Executive Committee shall draft

an organizational outline and publish it as Appendix A to this document within one (1) calendar month of the beginning of the new term.

All executive officers shall jointly work towards the fulfillment of the purpose of the organization as expressed in Article I.

Officers shall be responsible for his or her duties as outlined in Appendix A. This includes, but is not limited to, the following examples: the planning and oversight of social, charitable, educational, or other events for the Tokushima AJET community; the provision of support and resources for the Tokushima AJET community; the dissemination of vital information as necessary from the prefectural office or the Block 8 Representative.

Section 2: Eligibility

Officers must be a current JET Program participant re-contracted to the Program for the year following selection as an Officer.

Section 3: Election

Intent to run for the Executive Committee shall be accepted in the form of a one-page personal statement or platform to be published to social media for all current members to see. The platform shall be made available to the public for no less than two (2) calendar weeks prior to the general vote.

During those two weeks, a briefing/info session/communication must take place between current AJET membership and all applicants. This briefing should serve to communicate the responsibilities and rules placed upon the Tokushima AJET council.

The Executive committee shall comprise five (5) individuals, hereafter referred to as "officers". Three (3) officers shall be elected each spring by the current AJET membership by a majority vote using online ballot. These elections are to conclude no later than April first (1st).

Members of the Tokushima AJET executive committee incumbent prior to the election may then appoint up to two (2) more Executive Committee members from the remaining pool of candidates. If the Executive Committee does not exercise this power of appointment, the candidates ranked fourth (4th) and fifth (5th) in the spring election will automatically receive appointment to the Executive Committee. If the Executive Committee only exercises appointment to fill one (1) of the remaining two slots, the remaining slot will go to the candidate with the highest amount of votes, starting from the 4th ranked candidate. Whether through appointment or election, there shall be a total of five (5) officers in the executive committee for the following year.

Elections shall be run by Elections Officers, who shall be responsible for: the receipt and publishing of candidates' application platforms; the impartial tallying of votes; and the announcement of the election results. Elections officers shall be the current webmaster and all current executive committee officers, excluding those officers running for re-election. The webmaster or incumbent Executive Committee Officers may appoint additional Elections Officer(s) as necessary, provided those individuals appointed are not running for an Executive Committee position.

Section 4: Term of Office

Officers of the executive committee shall serve for a term of approximately one year.

The start date of the new term year for the incoming executive committee shall be set by the Executive Committee incumbent prior to the spring election to begin after the last weekend in May or the first weekday after the Eishinsha-Sanko Cup AJET Games Touch Rugby Tournament, whichever is deemed more appropriate.

Maximum term length for an individual is two (2) years. The two years may be served consecutively or non-consecutively. An executive committee member is not entitled to a second year, and must undergo the election process for a second year in the same manner as other candidates.

ARTICLE IV: RESIGNATIONS, REMOVALS, VACANCIES

Section 1: Resignations

A Tokushima AJET member who wishes to resign from the Executive Committee may do so by submitting his or her resignation in writing, by letter or e-mail, to all of the other Officers.

Section 2: Removals

An Officer that is found to be delinquent in his or her duties may be removed from the Executive Committee. Should they have failed to uphold their duties as stated in the AJET Constitution, the Officer may be brought up for review if any of the following has occurred:

- a. A motion has been brought against them by at least one Executive Officer.
- b. A petition has been signed by at least one-fifth (1/5) of the AJET membership

For a review to take place, the person in question must be notified of the action one (1) week in advance. Notification may take place by email, provided the council member confirms receipt of the message. The council member must be given the opportunity to address the concerns with the Executive Committee.

They may then be removed by:

- a. A unanimous vote by the Executive Officers, except for the person under review. Abstentions will not count as negative votes. This may be overturned by a signed petition of at least two-fifths (2/5) of the AJET membership.
- b. A petition of at least two-fifths (2/5) of all AJET membership.

Section 3: Filling Vacancies

In the case of a vacancy, remaining executive committee members shall assume the responsibilities of the vacant post until it has been filled.

If a vacancy occurs in the executive committee within the first two months of the term, the remaining officers may choose to appoint an officer from the pool of candidates from the previous election. If the vacancy is not filled by said appointment process, or if the vacancy occurs after the first two months of the new term, it shall be filled by a special election.

The remaining officers shall announce a vacancy as soon as possible, and set a date for the special election. The special election shall be decided by majority vote via online ballot. Intent to run shall be accepted in the form of a one-page personal statement or platform to be published to social media for all current members to see. The platform shall be made available to the public for no less than one (1) calendar week prior to the general vote. The special election shall conclude within one (1) calendar month of the announcement of vacancy.

ARTICLE V: MEETINGS

Section 1: Executive Committee

The Tokushima AJET Executive Committee shall hold meetings in person or through conference calls. Group discussions and voting may also be held online via email, instant messaging, or similar services. The procedure for meetings shall be established by each year's Executive Committee.

Section 2: General membership

Dissemination of information, solicitation of feedback, or any other correspondence with the general membership of the chapter may occur via--but is not limited to--the following channels: in person, through postal services, online via email, the Tokushima AJET forum or websites, or social media.

ARTICLE VI: AMENDMENTS

Section 1: Proposal

Amendments to this Constitution may be proposed to the membership of AJET for consideration of the amendment:

1. Has been put forth by a member of the Executive Committee and approved by a three-fifths (3/5) vote of the Executive Committee; or
2. Has been submitted to the Executive Committee in a petition—physical or electronic—supported by at least twenty percent (20%) or fifteen (15) of the general membership of Tokushima AJET, whichever is less.

Section 2: Ratification

To be ratified, any proposed amendments must be posted in full with the ballot and approved by two-thirds (2/3) of the votes received in an online ballot of the Tokushima AJET membership, provided at least twenty percent (20%) of the total current membership votes.

Section 3: Votes which fail to meet quorum

- A vote shall meet quorum provided at least twenty percent (20%) of the current total membership votes.
- If the vote of the membership fails to meet quorum, an amendment may be ratified by a four-fifths (4/5) majority of the Executive Committee.
- The proposed amendments must be posted for (3) weeks to allow for community discussion prior to the Tokushima AJET Executive Committee's final vote on the proposed amendment.
- The Executive Committee shall establish an organized forum to hear community feedback and answer questions about the proposed amendment. Acceptable forums may be in person or online, so long as the method allows for free expression.
- The proposed amendments must be published in full and advertised to the membership on prevalent social media and the website before the beginning of the three week period.

- If there is a petition of at least fifteen (15) members of the Tokushima AJET membership that oppose the amendment, then the amendment will not be passed.