

Terms of Reference (effective AGM date, September 2008)

1 Name of the group

1.1 The name of the group shall be Abbasi Youth.

1.2 Abbasi Youth will function as a sub-committee of the Khoja Shia Ithna-Asheri Muslim Community of Birmingham.

2 Definitions

2.1 References herein to 'the community' shall be to people associated with the Khoja Shia Ithna-Asheri Muslim Community of Birmingham.

2.2 References herein to 'the EC' shall be to the Executive Committee of the Khoja Shia Ithna-Asheri Muslim Community of Birmingham.

2.3 References herein to 'the YB' shall be to the registered members of the youth body of the community.

2.4 References herein to 'the AYC' shall be to the members appointed to represent the youth body.

3 Aims and Objections

The aims are as follows:

- a) To increase the religious knowledge of the youth and promote action as a result.
- b) To increase amongst the youth, community involvement, cohesion and the creation of lasting friendships inside and outside the community.
- c) To combat the negative effects of peer pressure. E.g. Drugs
- d) To promote the personal development of the youth, focusing on leadership skills, communication and creativity.
- e) To assist the community by contributing to it in the best possible manner by focusing particularly on voluntary work and active participation in community events.

4 Membership

4.1 Membership shall be open to any Khoja Shia Ithna-asheri Muslim aged 15-30 years inclusive, and to any other Shia Ithna-asheri Muslim on approval of such person's application by the AYC.

4.2 Upon registration and payment of any levy, successful applicants will be put onto a database which must be maintained by the AYC.

4.3 Non-members may be invited to participate in Abbasi Youth events.

5 Rights of Members

5.1 Members have the right to receive notice, attend general meetings and vote where necessary.

5.2 Only members have the right to stand in and/or vote for elections of the Abbasi Youth.

5.3 Members will receive priority in registering for AYC events and any subsidies events.

5.4 The AYC will endeavour to advertise events through all media available.

5.5 The AYC will be open to the ideas of any person to introduce or run a function.

6 Termination

6.1 A member may withdraw his/her membership at any time by giving notice of such in writing to the secretary of the AYC.

6.2 A member shall automatically lose membership in the event that he/she ceases to be a Shia Ithna-asheri Muslim.

6.3 The AYC has the right to terminate membership if a member fails to uphold the dignity of the group at any time during events organised by the AYC.

6.4 Any person whose membership has been terminated has the right to appeal termination to the AYC, whose decision shall then be final.

6.5 The EC has the right to dissolve the committee if it feels the committee is working beyond the boundary laid out in these Terms of Reference and given in Islamic principles.

7 The Committee

7.1 The AYC shall comprise of 6 male and 6 female members, in the form:

- A chair (a minimum of age 20)

- A vice chair of the opposite gender

- A secretary

- A treasurer

- Eight further committee members, with a maximum of two 15–17 year-olds (inclusive, one from each gender)

7.2* The election of AYC members will be in the following sequence:

- The first round of voting will be for chair and vice-chair. The candidate with the highest votes will be the chairperson. The candidate of opposite gender with the highest votes will be the vice-chair.

- The second round of voting will be for the 15-17 year-olds. The male and female candidates with the highest votes in this age group will both be AYC members.

- The third round of voting will determine the remaining 4 male and 4 female members of the AYC.

7.3.1 The positions of secretary and treasurer (and other roles) will be left to the discretion of the new committee.

7.3.2 The chair will have the final say on the positions of AYC members.

7.4.1 Resignation of AYC member may be performed by providing the chairperson with written notice of 1 month.

7.4.2 In the case of resignation of an AYC member, the YB will be provided with notification of the resignation. Members may then make nominations to fill the vacancy. A minimum of two weeks shall be given after which the chairperson will decide which nominated member will join the AYC.

7.4.3 In the event of resignation of the chairperson, the vice-chair will assume leadership and shall, upon giving 28 days' notice to the YB, call an Extra-ordinary General Meeting, wherein members will elect a new chairperson.

7.5.1 The AYC will be elected for a maximum term of two years.

7.5.2 Any member may hold a position on the AYC for a maximum of four terms.

* Note: It is intended that the chairperson will be co-opted onto the EC of the Khoja Shia Ithna-Asheri Muslim Community of Birmingham.

8 Annual General Meeting

8.1 The AYC shall call an AGM at the end of every year in office. A minimum of 28 days' notice shall be given to the YB.

8.2 At the AGM, the chair shall present the committee's report for the year, the treasurer will present the accounts for the year, any other matters discussed that are deemed necessary or that may arise as AOB.

8.3.1 The AGM of Abbasi Youth will be held within 2 weeks either side of the jamaat AGM.

8.3.2 Abbasi Youth elections will be held in the same year as jamaat elections.

9 Finances (***TBD with JAMAAT EC***)

10. Finances

10.1. The executive committee gives approval for the youth executive to collect funds for the Abbasi youth committee from the community at community and religious functions.

10.2. All expenditure shall be agreed and controlled by the Youth Executive with prior approval of E.C

10.3. The accounts shall be presented every year.

10.4. The group's Abbasi youth committee bank account shall be held by the Executive Committee.

10 Complaints procedure

10.1 All complaints must be put in writing and presented to the AYC who will respond to the complaint within 21 days of presentation.

10.2 A complaint can be made at any general body meetings or handed to any member of the AYC.

10.3 If a complainant feels that his or her complaint has been dealt with inadequately he or she should appeal to the Executive Committee within 28 days of the decision of the AYC having been communicated to him or her. The decision of the Executive Committee shall be final.