Tips for writing a constitution

• Get some people from your group together. If it's a small group, just get everyone together. For slightly larger groups, have the members elect representatives by simple majority vote. Have these elected members come together for a "Constitutional Convention".

• Figure out what the group is about. What is its mission and goals? Why is there such a group in the first place? Debate, discuss, etc. about this and transcribe whatever you decide into the Preamble.

• Next, decide how the organization is going to be run. Who runs the show - a president, a central committee, whoever happens to be named Steve? How long will this leader serve? Life, 4 years, as long as he has the confidence of the members? Figure this out too. Define the responsibilities of the leader, plus those responsibilities of any assistants (i.e. secretary, treasurer, etc.).

• In larger organizations, a decision making body may be needed. If you're a smaller organization, a central committee, perhaps lead by the leader of the organization, can typically make decisions for the organization. A smaller organization (i.e. bridge club, Bible study group, etc.) can usually just have questions proposed to members and have them decide. You could do a combination of both. Debate and discuss this issue.

• How are you going to change the Constitution? Be sure to include some form of amendment process.

• Assuming you have ironed out any discrepancies, troublesome clauses, etc., pass it for ratification (be sure to decide on how the Constitution is to be ratified!)

• If you ratify it, congrats! You have yourself a Constitution! If not, repeat step one until you have one.