

# BYLAWS OF WORLD JUMP ROPE FEDERATION



Unifying the World of Jump Rope™

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## **PREAMBLE**

The World Jump Rope Federation exists to govern, progress, sustain and grow the participatory and competitive sport of jump rope (referred to as “the sport”) to a respected and recognized International sport. The term “jump rope” is used to express all competitive disciplines, events, styles, and forms that are associated with the sport that include but are not limited to rope skipping, double dutch, single rope, wheel, long rope and traveler.

### **World Jump Rope Federation’s Values/Core Principles**

- Diversity through acceptance of differences as a unifying element.
- Inclusion through participation without regard to nationality, ethnicity, or gender.
- Innovation through creativity, particularly by athletes, that enables the sport to evolve and grow.
- Promotion through elevation of the profile of the sport, particularly as a lifelong skill and activity.
- Sustainability through emphasis on provision of systems and programs that will continue to be in place for future participants in the sport.

## **BY LAWS OF WORLD JUMP ROPE FEDERATION**

The following Bylaws shall be the organizing articles for World Jump Rope Federation (referred to as the organization).

### **ARTICLE I: NAME, VISION, AND MISSION**

SECTION 1: The organization shall be known as: World Jump Rope Federation (WJRF).

SECTION 2: The vision of WJRF is to expand and unify the world of jump rope.

SECTION 3: The mission of WJRF is to: Provide global leadership for the sport of jump rope through our core principles of diversity, inclusion, innovation, promotion, and sustainability, and through the “best practice” of International Sport.

### **ARTICLE II: PRINCIPLES AND OBJECTIVES**

SECTION 1: Principles. WJRF will carry out its’ activities in compliance with the principles of:

- 1.1 Diversity, Inclusion, Innovation, Promotion and Sustainability as stated in the preamble.
- 1.2 Equality between all the members, all the athletes, all styles of jump rope, athletes and officials, without racial, political, religious or other discrimination.
- 1.3 Noninterference/neutral party in the internal affairs of affiliated individuals, groups/teams or members; however, WJR shall monitor all activities that affect WJRF either in part or in its entirety.
- 1.4 As a nonprofit organization, the financial resources shall be used only to pursue the purposes set forth in these Bylaws.
- 1.5 Upon the dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of 501 (c) (3) of the internal revenue code, or shall be distributed to the government, or to a state or local government for a public purpose.

SECTION 2: Objectives: The objectives of WJRF shall be to:

- 2.1 Govern the sport of jump rope in accordance with the International Sports Federation best practices as mandated by the International Olympic Committee and its’ recognized organizations.

2.2 Facilitate the growing needs and demands of jump rope through a unified body that deals exclusively with jump rope issues and factors that influence the development of the sport of jump rope worldwide.

2.3 Promote the sport of jump rope in all countries and continents and encouraging the establishment of National Governing Bodies and Continental Federations.

2.4 Promote sportsmanship and fair play as well as to encourage fellowship between all affiliated individuals, teams/clubs/groups, countries, continents and participants of the sport.

2.5 Organize World Jump Rope Championships, of which it is the governing body and establish standardized rules for jump rope competition.

2.6 Train and qualify judges, instructors, and officials for all WJRF sanctioned jump rope events.

### **ARTICLE III: GENERAL ASSEMBLY (GA)**

SECTION 1: The General Assembly (GA).

The General Assembly (GA) shall be comprised of Full Member National Governing Bodies (NGB) and Continental Federations listed in Article IV of these bylaws operating under their respective rights listed in Article V of these bylaws.

### **ARTICLE IV: MEMBERSHIP**

SECTION 1: Membership to the organization will be open to aspiring National Governing Bodies (NGBs). There are three levels of membership.

1.1 Observational Membership. Observational Membership is the first/entry level of membership for associations operating at national, provincial, regional or equivalent that promotes for the sport of Jump Rope. Academic Institutions (non-jump rope entity), public institutions and/or business.

1.1.1 Teams, Clubs and programs can apply for observational membership if and only if a NGB does not exist in the respective country.

1.1.1.1 If and when a NGB is established in a country where teams, clubs, programs have observational members, said memberships will be rendered void.

1.2 Provisional Membership. Provisional Membership is the second level of membership for NGBs that meet the following criteria below. Provisional NGBs will undergo a minimum of 1-year review prior to being eligible for Full Membership.

- 1.2.1 Shows general support of WJRF's Vision and Mission by completion of the WJRF membership application.
- 1.2.2 Actively promote and expand the sport of jump rope on a national scale.
- 1.2.3 Organization is a Non-Profit recognized entity by country's standards.

1.3 Full Membership. Full Membership is the highest level of membership for National Governing Bodies that meet the following criteria.

- 1.3.1 All criteria in the preceding membership levels.
- 1.3.2 Organization is recognized by appropriate sporting authority in their country.
- 1.3.3 Inclusive of all competitive disciplines of Jump Rope (Single Rope and Double Dutch).
- 1.3.4 Organize jump rope competitions, athletic training, coaching/ instructor training, and/or educational events that promote the sport of jump rope on national level.
- 1.3.5 Adopt WJRF's competition structure, rules and judging systems.
- 1.3.6 National Governing Body is in good standing with WJRF recognized Continental/ Regional organization.
- 1.3.7 Signing of WJRF's Memorandum of Understanding (MOU)

1.4 Founding Member. NGBs that have been designated as a Founding Member will have the same rights and benefits as a Full Member for a period not to exceed 20 years. If Full Membership is achieved (via the criteria in Article IV Section 1.3 of these bylaws) by the NGB prior to the end of 20 years, the NGB will acquire permanent Full Membership status subject to associated responsibilities.

- 1.4.1 Founding members must be in good standing with WJRF (Article IV Section 3).
- 1.4.2 Founding members will undergo an annual organizational review to ensure development.

- 1.4.3 In the event a founding member country does not meet multiple years of organizational development, Founding Member status and all associated privileges may be revoked. Thus relegating NGB to lower membership status as determined by WJRF Executive Committee.

## SECTION 2: Admissions to the Organization.

- 2.1 Membership in the organization may be granted by submission of application, submission of all requested supporting documents (in English), and fee.
- 2.2 Fees will be determined by the WJRF Board of Directors.
- 2.3 Eligible NGBs will be granted admission to the organization by majority vote of Board of Director's Executive Committee.
- 2.4 Membership will not be granted or continued to any NGB that fails to abide by WJR's General Code of Ethics (Appendix A) and/or violation of these bylaws in part or in whole.

## SECTION 3: Good Standing. Members in good standing reflect the following discernable attributes:

- 3.1 Upholding of WJRF principles, and code of conduct.
- 3.2 Payment of annual membership fees.
- 3.3 Abiding by the World Anti-Doping Agency, (WADA) Anti-Doping Code.
- 3.4 Supportive of WJRF by implementing the following: (level of compliance discerned by the WJRF Board of Directors).
  - 3.4.1 Judges training program—that results in national and international judges representing country.
  - 3.4.2 Sport development program—Athlete development and education.
  - 3.4.3 Compliance with event sanction requirements if hosting WJRF sanction event.
  - 3.4.4 WJRF sanction event participation.

## **ARTICLE V: RIGHTS OF MEMBERS**

### SECTION 1: The following rights are granted to the following memberships within the organization. (For complete definitions of Rights of the Organization see Appendix B)

- 1.1 Observational Members have the following rights:

- 1.1.1 Attend GA meeting.
- 1.1.2 Eligible to host WJRF sanctioned events.

1.2 Provisional Members of the organization have the following rights within the organization:

- 1.2.1 Attend GA meetings.
- 1.2.2 Eligible to host WJRF sanctioned events.
- 1.2.3 Exclusive rights to represent country within WJRF's competitions.

1.3 Full Members have the following rights within the organization.

- 1.3.1 All rights as noted in the previous membership levels.
- 1.3.2 Voting privileges and procedures within the GA as determined by the Board of Directors.
- 1.3.3 Eligible to host WJRF sanctioned events.
- 1.3.4 Participate in all organization's various events as the sole organization representing their country.
- 1.3.5 Eligible to serve in all levels of WJRF leadership positions.

## SECTION 2: Voting.

- 2.1 Voting is reserved for Full Member Organizations and its representatives.
- 2.3. The passing of legislation is confirmed by a simple majority vote.

## ARTICLE VI: DUES AND FEES

SECTION 1: Fees will be paid in full at the membership fee deadline communicated by the organization before admission to the organization. All fees will be paid in US dollars. All fees and dues are set and determined by the organization's Board of Directors. All fees and dues will be communicated at least 90 days before the deadline.



## **ARTICLE VII: ANNUAL MEETING**

### **SECTION 1: Time and Place.**

The date of the annual General Assembly meeting shall be set by the Board of Directors who shall also set the time and place. This shall be communicated at least 30 days before the scheduled meeting.

## **ARTICLE VIII: RECOGNITION OF NATIONAL GOVERNING BODIES (NGBs) & CONTINENTAL FEDERATIONS**

### **SECTION 1: Recognition of National Governing Bodies.**

National Governing Bodies may be recognized by the World Jump Rope Federation by adherence to the following:

- 1.1 The Governing Body has completed all requirements for Full Membership as indicated in ARTICLE IV SECTION 1.3 of these Bylaws.

### **SECTION 2: Recognition of Continental Federations.**

Continental Federations may be recognized by the World Jump Rope Federation by adherence to the following:

- 2.1 The Continental Federation is a non- profit entity.
- 2.2 The Continental Federation is comprised of a minimum of three Provisional and/or Full Members of the World Jump Rope Federation of the same continent as determined by the Association of the National Olympic Committees.
  - 2.2.1 For Continental Vice-President Elections see ARTICLE IX SECTION 5.2 of these Bylaws.

## **ARTICLE IX: BOARD OF DIRECTORS**

### **SECTION 1: Board Role, Size, and Compensation.**

The Board is responsible for overall policy and direction of the organization, and delegates responsibility for day-to-day operations to the organization's staff and committees. The Board shall have up to 20 and no fewer than five members. The board receives no compensation other than reasonable expenses determined by the BOD.

### **SECTION 2: Composition of the Board of Directors.**

The Board will be made up of the following:

- 2.1 Five Officers.
  - 2.1.1 General President, Executive Vice-President, Secretary General, Treasurer, General Legal Counsel.

## 2.2 Five Continental Vice–Presidents.

2.2.1 Africa, Asia, Europe, Oceania, Pan America.

## 2.3 Standing Committee Chairpersons.

2.3.1 Standing committee are as follows; Competition Committee, Championship Organizing Committee, Sport Development, Athletes Council, Scholastic Development,

2.3.2 Adding or removing of Standing Committees and/or subcommittees is the responsibility of the Executive Committee.

## SECTION 3: Executive Committee.

The Executive committee will be comprised of the following positions:

General President, Executive Vice-President, Secretary General, Treasurer, General Legal Counsel, Continental Vice- Presidents.

## SECTION 4: Meetings.

The Board shall meet at least once a year, at an agreed upon time and place.

## SECTION 5: Board Elections and Appointments

Election of new directors or election of current directors to an additional term(s) will occur as the first item of business at the Board of Directors annual meeting. Directors will be elected by a majority vote of the General Assembly. Appointed members will be confirmed by majority vote of the General Assembly.

### 5.1 Officer Elections.

5.1.1 All officers will be elected by vote of the GA. Eligible candidates must adhere to the following;

5.1.2 Be in good-standing with respective NGB, Continental Organization and WJRF.

### 5.2 Continental Vice-Presidents Elections.

5.2.1 Continental Vice- Presidents are elected by their respective NGBs.

5.2.2 Must be a minimum of three Full Member NGBs in good-standing with WJRF Continental Organization and WJRF to elect a Continental Vice-President.

### 5.3 Standing Committee Chair Elections.

5.3.1 Each standing committee members will elect its respective Committee Chairs. Committee Chairs will be confirmed by

Executive Committee.

- 5.3.2 New standing committees will be introduced by Executive Committee and approved by the General Assembly.

**SECTION 6: Terms.**

Initial Directors will have staggered terms as determined by the Executive Committee. Term limits will not be applicable at this time. Board members will serve the following term schedule;

- 6.1 Officers will serve five year terms.
- 6.2 Continental VP will serve four year terms.
- 6.3 Standing Committee Chairs will serve three year terms.

**SECTION 7: Quorum.**

A quorum is attained by the participation of at least 51 percent of the Board members before business can be transacted or motions made or passed.

**SECTION 8: Notice.**

An official Board meeting requires that each Board member have written notice in advance. Lead-time of notice will be determined and agreed upon by the Board of Directors. (Electronic notification will suffice).

**SECTION 9. Officers and Duties.**

There shall be five officers of the Board consisting of a General President, Executive Vice-President, Secretary General, General Legal Council and Treasurer. Their duties are as follows:

- 9.1 The General President shall convene regularly scheduled Board meetings, shall preside or arrange for other members of the executive committee to preside at each meeting in the following order: Executive Vice-President, Secretary General and Treasurer. The General President acts as an ex-officio member of all committees.
- 9.2 The Executive Vice-President will act as General President in absence of the General President and committees on special subjects as designated by the Board.
- 9.3 The Secretary shall be responsible for keeping records of Board actions, including, overseeing the taking of minutes at all board meetings, sending out meeting announcements, distributing copies of minutes, and the agenda to each Board member, and assuring that corporate records are maintained.
- 9.4 The Treasurer shall make a financial report at each Board meeting. Treasurer

shall; chair the finance committee, assist in the preparation of the budget, help develop fundraising plans, and make financial information available to Board members and the public.

9.5 The Legal Council shall oversee the governance of the organization that includes committee evaluation. Legal Council shall also oversee all legal and compliance matters for the organization.

#### SECTION 10: Vacancies.

When a vacancy on the Board exists, nominations for new members may be received from present Board members by the Secretary General at least two weeks in advance of a Board meeting. These nominations shall be sent out to Board members with the regular Board meeting announcement, to be voted upon at the next Board meeting. These vacancies will be filled only to the end of the vacating Board member's term.

#### SECTION 11: Resignation, Termination and Absences.

Resignation from the Board must be in writing and received by the Secretary General. A Board member shall be dropped for excess absences from the Board. A Board member may be removed by failure to abide by the Board of Directors Code of Ethics, (Appendix D) by three-fourths vote of the remaining directors.

#### SECTION 12: Special Meetings.

Special meetings of the Board shall be called upon the request of the General President. Notices of special meetings shall be sent out to all Board Members. (Electronic notification will suffice).

### **ARTICLE X: COMMITTEES**

#### SECTION 1: Creation of Committees.

- 1.1 The Board may create committees as needed, such as fundraising, governance, etc.
- 1.2 The General President appoints all initial Committee Chairs.
- 1.3 Subsequent Standing Committee Chairs will be elected by country counterpart Committee Chairs when there are a minimum of three National Federation Members countries on at least two difference continents.
- 1.4 All elected Committee Chairs will be confirmed by GA majority vote.

SECTION 2: Executive Committee. The five officers serve as the members of the Executive Committee. Except for the power to amend the Articles of Incorporation and

Bylaws, the Executive Committee shall have all of the powers and authority of the Board of Directors in the intervals between meetings of the Board of Directors, subject to the direction and control of the Board of Directors.

SECTION 3: Finance Committee. The Treasurer is chair of the Finance Committee. The Finance Committee is responsible for developing and reviewing fiscal procedures, a fundraising plan, and annual budget with staff and other Board members. The Board must approve the budget, and all expenditures must be within the budget. The Board or the Executive Committee must approve any major change in the budget. The fiscal year shall be the calendar year. Annual reports are required to be submitted to the Board showing income, expenditures and pending income. The financial records of the organization are public information and shall be made available to the membership, Board members and the public.

SECTION 4: Standing Committees: list of standing committees is listed in Article IX Section 2.3 of these Bylaws.

## **ARTICLE XI: AMENDMENTS**

SECTION 1: These Bylaws may be amended when necessary by a two-thirds majority of the Board of Directors. Proposed amendments must be submitted to the Secretary General to be sent out with regular Board announcements.

## **ARTICLE XII: COURT OF ARBITRATION**

SECTION 1: Court of Arbitration. WJRF accepts the jurisdiction of the International Court of Arbitration for Sports (ICAS) or any successor organization designated by the International Olympic Committee (IOC) for the resolution of disputes.

## **ARTICLE XIII: ANTI – DOPING CODE**

SECTION 1: Anti – Doping Code. The Organization and its Member Countries and Continental Organizations shall abide by the Anti – Doping Code as stated by the World Anti – Doping Agency, (WADA). WJRF shall enforce these rules and mandate its participants to strictly adhere to WADA’S rules, policies and protocol and commit to the “CODE”.

## WORLD JUMP ROPE'S GENERAL CODE OF ETHICS & CONDUCT

### World Jump Rope's Guiding Principles

- **Diversity:** We believe that diversity is the sum of all our differences. We believe that diversity of thoughts, opinions and people will enhance our sport and truly represent the world.
- **Inclusion:** We believe that all people should be able to participate in the sport of jump rope without regard of nationality, ethnicity or gender. We believe that inclusion will allow all people to be represented to truly reflect and represent the world of jump rope while using their native style and creativity that will enrich the sport.
- **Innovation:** We believe that innovation and creativity from the athletes, officials, and participants alike should be encouraged and championed to enrich the sport of jump rope. Whether it's the innovation/creativity of skills of athletes to the technology utilized to improve the sport and/or scientific research, WJR will actively encourage innovation that will promote the growth of our sport.
- **Promotion and Profile:** We believe in the promotion of jump rope as a lifelong activity through various events and activities that include but are not limited to competition, educational opportunities, promotion of fitness, performance and exhibition. We aspire to raise the profile of the sport in an effort to showcase the talents of its athletes and participants through various events and activities.

### 1.0) GENERAL PRINCIPLES APPLICABLE TO ALL PARTICIPANTS

#### 1.1) Trustworthiness. All participants shall:

- (a) Be honest, and never deceive, cheat or steal;
- (b) Have the courage to do the right thing;
- (c) Work to build a good reputation;
- (d) Demonstrate loyalty to family, friends, teammates, and country.

#### 1.2) Respect. All participants shall:

- (a) Treat others with respect, and be considerate of the feelings of others;
- (b) Demonstrate a tolerance toward differences;
- (c) Use good manners, and avoid offensive language and taunting;
- (d) Never slander, degrade, threaten, hurt or hit anyone; and
- (e) Deal peacefully with anger, insults and disagreements.

#### 1.3) Responsibility. All participants shall:

- (a) Use self-control and self-discipline;
- (b) Be accountable for all choices and actions;
- (c) Demonstrate reliability; and
- (d) Exhibit supportive behavior and a positive attitude.

1.4) Fairness. All participants shall:

- (a) Adhere to all laws, rules, policies, and guidelines;
- (b) Be open-minded and demonstrate the ability to listen to others;
- (c) Not pass blame carelessly;
- (d) Share equitably and take turns for a situation as appropriate; and
- (e) Never take advantage of others.

1.5) Caring. All participants shall:

- (a) Demonstrate compassion, kindness, and forgiveness; and
- (b) Provide assistance to others in need when appropriate.

1.6) Citizenship. All participants shall:

- (a) Respect authority and demonstrate cooperation; and
- (b) Properly care for all equipment, uniforms, facilities, and playing fields/facility.

## **2.0) ATHLETES' CODE OF CONDUCT**

2.1) General. All Athletes shall recognize that being a member of the community carries with it responsibilities and rewards, and they shall not only embrace those responsibilities, but also conduct themselves both on and off the playing field/facility in a way that exhibits respect for others and them self.

2.2) Specific Principles. All Athletes shall therefore resolve themselves to conduct them self with dignity as an athlete and as a citizen of the community, recognizing and accepting that they shall:

- (a) Accept accountability for all behavior and its outcomes;
- (b) Honor obligations and promises;
- (c) Exercise self-control;
- (d) Be willing to be fair with others in dealings on and off the playing field/facility;
- (e) Take pride in themselves and their accomplishments, but never at the expense of demeaning another person or group;
- (f) Respect the efforts of others;
- (g) Respect authority;
- (h) Play by the spirit, not just the letter, of the rules of the game/event; and
- (i) Strive to make the community better through support and contribution as a member and as a citizen.

### **3.0) PARENTS'/GUARDIANS' CODE OF CONDUCT**

3.1) General. All parents' and guardians shall pledge to provide positive support, care, and encouragement for their child participating in the activities of the World Jump Rope Federation by following this Code of Conduct.

3.2) Specific Principles. All parents' and guardians shall therefore resolve to conduct themselves with dignity as a citizen of the community, recognizing and accepting that they shall:

- (a) Encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every competition, practice, or other youth sports event;
- (b) Place the emotional and physical well-being of their child and the other Athletes ahead of a personal desire to win;
- (c) Support efforts to create and maintain a safe and healthy environment;
- (d) Support coaches and officials working with their child, to encourage a positive and enjoyable experience for all;
- (e) Demand a sports environment that is free of drugs, tobacco, and alcohol, and refrain from their use at all youth sports events;
- (f) Do their very best to make youth sports fun, and remember that it is a game for youth;
- g) Encourage their child to treat other players, coaches, spectators, judges, officials, and others with respect regardless of race, sex, creed, or ability; and
- (h) Promise to help their child enjoy the youth sports experience in whatever way possible, such as being a respectable fan, assisting with coaching, or providing transportation.

### **4.0) COACHES' CODE OF CONDUCT**

4.1) General. The primary function of a coach is to facilitate the youth sports environment, and educate Athletes through participation and competition. Each Athlete shall be treated as though he or she is the coaches' own child, and his or her welfare shall be considered uppermost at all times. All coaches shall be aware that they have a tremendous influence on the wellbeing of the Athletes, and thus, shall never place the value of winning above the value of instilling the highest ideals of character.

4.2) Specific Principles. All Coaches shall therefore resolve to conduct themselves with dignity as a citizen of the community, recognizing and accepting that they shall:

- (a) Uphold the honor and dignity of the profession;
- (b) Set an example of the highest ethical and moral conduct in all personal contact with athletes, sports officials, parents/guardians, spectators, and



- the public;
- (c) Take an active role in the prevention of drug, alcohol and tobacco abuse;
  - (d) Avoid the use of alcohol and tobacco products when in contact with Athletes;
  - (e) Master the contest rules and teach them to his or her team members;
  - (f) Not seek an advantage by circumvention of the spirit or letter of the rules;
  - (g) Exert an influence to stop un-sportsmanship conduct by spectators or others, or to indulge in conduct which would incite players or spectators against the officials;
  - (h) Respect and support the decision of the officials;
  - (i) Meet and exchange cordial greetings with the opposing coach to set the correct tone for the event before and after a contest;

## **5.0) ENFORCEMENT OF THE CODE OF CONDUCT**

5.1) Responsibility. Responsibility for enforcement of this Code of Conduct shall reside with the Board of Directors of the World Jump Rope Federation.

5.2) Spectators. For implementation of this Code of Conduct, spectators who are directly associated with an Athlete shall comply with the same criteria as for Parents/Guardians, and the same enforcement action shall apply.

5.3) Enforcement Action. The Board of Directors of World Jump Rope Federation shall take whatever measures necessary to enforce this Code of Conduct, up to and including any of the following actions:

- (a) Removal of an Athlete from the program due to his or her failure to comply with this Code of Conduct;
- (b) Removal of an Athlete from the program due to the failure of his or her Parent/Guardian to comply with this Code of Conduct; or
- (c) Dismissal of a Coach from the program due to his or her failure to comply with this Code of Conduct.