



Guidelines for New Member Universities Recruitment

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1. Introduction

Southern African Universities Staff Sports Association (SAUSSA) is a regional sports body established in 1999 with the aim of promoting social cohesion, sports and recreation and to create mutual friendship and professional relations among member universities. SAUSSA has twenty-member Universities spread over eight SADC countries including Botswana, Lesotho, Malawi, Namibia, South Africa, Swaziland, Zambia and Zimbabwe. SAUSSA holds staff games every December on a rotational basis where ±1200 university staff members gather in one campus for one week to participate in various sporting, arts and cultural activities. SAUSSA social system supports equal participation, creates fair opportunities and ensures participants have a safe and supportive environment allowing them to excel.

Nevertheless, the representation of the Association in the SADC regions is not well spread. It is therefore important that SAUSSA develops and drives clear guidelines of recruiting new members to fulfil its vision of being a fully-fledged and representative SADC sports Association. SAUSSA intends to collaborate with the National, Regional and International Federations of Sports for developing an ecosystem of sports across the region. This is so that the participants could be rewarded for promotion of sports and encourage them for active participation by giving medals, trophies and certificates etc.

It is therefore upon these bases that the recruitment guidelines are developed that set out mandatory requirements that all SADC member universities must meet in order to be admitted into SAUSSA membership. They should also help identify and recognize member universities that can ensure sports programs in the region are safe, high quality and following regional and international standards.

These guidelines are meant to provide assurance that SAUSSA:

- Operates in a safe and effective manner
- Follows regional and international standards when in all its activities
- Offers high quality programs to its members

- Has established risk management policies (discipline, harassment, anti-doping, screening for volunteers etc.)
- Is working to promote participation from under-represented countries in the SADC region.

Benefits of SAUSSA membership include:

- ✓ Socio-economic opportunities for international development, cooperation and academic/research collaborations. Economic gains to the host institutions, countries and regions, through tourism, job creation, and related industries.
- ✓ Promoting cross-cultural understanding and cooperation. Through interactions with partners in other countries, the staff sports clubs/associations are able to help their respective universities to build bridges between different communities and promote mutual understanding.
- ✓ Overall development of human personality, character building and offer a diversion from monotonous routine and other societal activities.

2. Strategies underpinning the successful recruitment process

The successful recruitment of new potential members lies mainly with the marketing strategies of our Association. With robust marketing and promotion of the Association's activities through the use of technological resources increases the chances of attracting the attention of more potential member institutions. These will include exploring avenues such as:

- Keeping the Association's social profiles highly (Facebook, Twitter, Instagram, etc.) active.
- Using advertisement on social networks.
- Keeping our website vibrant with information highly updated.
- Application form for the potential members must also be included on the website.
- Invitation of the potential members to participate in the SAUSSA games once.

3. General recruitment guidelines and procedure

3.1 To be a member of SAUSSA, an aspiring university must apply and attach Constitution of its Staff Sports Association/Club.

- 3.2 Applications shall be considered annually.
- 3.3 Preliminary desktop investigations shall be done by MANCO before the application is presented before the EXCO. These shall include establishment of the University's geographical location, facilities (sporting & lodging) and its track record on social games participation, both locally (within the country) and regionally.
- 3.4 Upon satisfactory investigations, then the application shall be brought before the EXCO for approval to undertake the physical inspection of the facilities.
- 3.5 Such a university must have residences that can accommodate up to at least 1500 athletes, must also have own or have written agreements with sporting facilities for outdoors and indoor games as per the SAUSSA sporting codes.
- 3.6 After facility inspection, then the application together with the inspection report shall be brought before the General Council for consideration of SAUSSA membership.
- 3.7 A new member shall be accepted into SAUSSA after a two-thirds vote by the General Council.

4. Termination of SAUSSA membership

Termination of University membership shall be guided by the SAUSSA Constitution (Clause 16.2), and this shall arise from one or more of the following grounds:

- 4.1 Dissolution of a university staff association.
- 4.2 A member university ceases to exist.
- 4.3 Contravention of SAUSSA Constitution, code of conduct, rules and regulations.
- 4.4 Written notice of cancellation/withdrawal of membership by a member University from SAUSSA.