

Membership Committee Charter

Mission Statement or Statement of Purpose

A top priority for Rotary is growing and diversifying our membership to make sure we reflect the communities we serve. We are creating an organization that is more open and inclusive, fair to all, builds goodwill, and benefits our communities. We want people with differing perspectives and ideas who will help Rotary take action to create lasting change in communities around the world.

Committee Membership

The Committee will have a Chair. If the Chair is not going to continue for the next Rotary year, the Committee will assign a Chair-elect by January 1st. The Committee will strive to have membership that is representative of the overall club.

Responsibilities

- Educate club members on how to attract new members and keep them involved.
- Look at our club's meetings, projects, and other activities and assess what it offers new and existing members. Are we a good value that is attractive to members?
- Help recruit and retain new members and guide the onboarding process:
 - Identify, introduce, invite, induct, inform, and orient, involve, educate.
- Develop a membership action plan to improve member satisfaction.
 - Monitor that all members are engaged and active in club. If not, take steps to engage them or determine why they are not engaged.
- Conduct exit interviews for any members leaving to the Club. Use information gathered to improve the Club.

Meetings

The Committee will meet regularly but adjust meeting times and locations to give all club members the opportunity to participate.

Specific Roles for Chair

- Schedule and lead committee meetings
- As chair, you will delegate or seek volunteers for tasks, so you will need to determine how best to use the skills and interests of your committee members. (You may need to work with President, President Elect, or other Chairs to recruit committee members as needed)
- Keep your committee members motivated and active.
- Coordinate committee members to work with the other Club's committees to maximize impact.

General Committee Role

- Send representative to district training assembly and conference, reporting back to committee lessons learned.
- Set committee goals to help achieve the club's goals for the year and monitor progress toward them.
- Manage your committee's budget. Work with Treasurer for current budget and President-elect and Treasurer for upcoming year's budget.
- Report committee activities and progress to the club president, board of directors, and the full club.