

MEMBERSHIP COMMITTEE

Guidance Document

Charge/Purpose

The Membership Committee is responsible for supporting the mission, purpose and strategic plan of the Monroe County Bar Association and promoting diversity in the membership of the Monroe County Bar Association. The Membership Committee is responsible for collaborating with committees, sections, the Board, staff liaisons and members on strategies related to membership recruitment, engagement and retention, and engaging in initiatives to increase and diversify membership. The Membership Committee may from time to time assess and recommend services, programs and activities that will add value to the membership.

Composition

The Membership Committee reports to the Board. The committee is comprised of a Chair, one Vice Chair, and committee members. Each committee member can serve up to three 2-year terms. The President of the Board shall appoint the chair. The chair will serve a 2-year term with possible reappointment by the President not to exceed two consecutive terms.

Qualifications

- Be an MCBA member in good standing
- Have a desire to advance the MCBA mission
- Have ability to make the necessary time commitment
- Be a collaborative team player

Time Commitment/Expectations

- Approximately 3-4 hours per month
- Review pre-read materials/agenda prior to each committee meeting
- Attend and contribute to committee meetings/conference calls
- Be an ambassador, support recruitment, engagement and retention activities
- Volunteer to participate in membership calls or at Section/Committee events

Decision-making:

- Collaborate with staff liaison to provide recommendations on membership recruitment, engagement and retention programs, activities
- Collaborate with Section/Committee Chairs in topic development for meetings and/or outreach at committee or Section events (including CLEs)
- Develop and implement actions to achieve objectives and goals

Makes Recommendations:

- On recruitment, engagement, retention of members
- On engagement opportunities of existing members through volunteerism, donor opportunities
- Propose strategies for re-engagement of lapsed members

Provides Input:

- On membership models
- On the strategic plan annually through Board and Staff liaison

Monitors:

- Monthly membership statistics, trends