

## Membership Committee Committee Charter



<b>Purpose</b>	The Membership Committee serves the Society by representing and monitoring the needs of the membership and ensuring a strong membership structure and benefits package.
<b>Ongoing Committee Activities / Committee Charges &amp; Strategies</b>	<p>The committee undertakes the following activities:</p> <ul style="list-style-type: none"> <li>• Maintain a robust and diverse membership through: <ul style="list-style-type: none"> <li>• Recruitment and retention campaigns</li> <li>• Evaluation of the needs of membership segments</li> </ul> </li> <li>• Approval of Life Membership requests</li> <li>• Approval of SIG applications</li> <li>• Periodically review existing programs, services and technology platforms to ensure that they enhance the AUGS member experience.</li> <li>• Drive engagement within the AUGS Online Community</li> </ul>
<b>Roles and Responsibilities</b>	<p><b>Chair</b></p> <ul style="list-style-type: none"> <li>• Help structure agenda for meetings.</li> <li>• Run an effective meeting to ensure involvement of committee members and the advancement of activities and charges.</li> <li>• Communication with the Board liaison before and after each Board meeting to share updates from the Committee and to hear about new Board initiatives. Report back to the full committee on each discussion with the Board liaison.</li> <li>• Identify, mentor, and groom the next Chair of the Committee.</li> <li>• Assist with structure and selection of committee members.</li> </ul> <p><b>Vice Chair</b></p> <ul style="list-style-type: none"> <li>• Support the Committee Chair to ensure responsibilities are met in a timely manner.</li> <li>• Serve as interim Committee Chair in the absence of the Chair.</li> <li>• Ascend to the position of Chair.</li> </ul> <p><b>Members</b></p> <ul style="list-style-type: none"> <li>• Be prepared and actively participate in all conference calls and meetings.</li> <li>• Work on projects as delegated by the Chair.</li> <li>• Maintain confidentiality and avoid sharing AUGS information, processes, and work product outside of AUGS</li> </ul>
<b>Workgroups and Other Committee Relationships</b>	The Membership Committee engages, as needed, with other AUGS Committees and entities to assist with the implementation of the Strategic Plan. These committees may include the Public Education Committee and Education Committee.
<b>Expected Commitment</b>	<p>The committee meets monthly, or every other month, via conference call. Committee members are expected to review all agenda/materials prior to each meeting and attend the conference calls as scheduled.</p> <p>The estimated monthly time commitment is 1-2 hours.</p>

## Membership Committee Committee Charter



<b>Committee Composition</b>	The AUGS Membership Committee is comprised of a Chair and 10-13 additional members. The committee should be representative of the membership and should include a junior member who is less than five years post training, a fellow representative, and an APP representative. An AUGS Board member will serve as a liaison to this Committee.
<b>Committee Terms</b>	All committee members serve a one (1) year term and are eligible for reappointment for up to two additional consecutive terms (up to three years of service). Terms run January 1 – December 31. The Committee Chair and Vice Chair will each serve a two-year term. The Vice Chair should ascend to the role of Chair upon completion of their term as Vice Chair.
<b>Selection/ Appointment</b>	Members are appointed by the AUGS Governance Committee with input from the Committee Chair. The Committee Chair is selected by the Governance Committee. Committee member selections are approved by the Board.
<b>Committee Requirements</b>	<p><b>Committee Members:</b></p> <ul style="list-style-type: none"> <li>• Express desire to serve with a special interest in growing and maintaining AUGS membership.</li> <li>• Desire to advance the mission of AUGS.</li> <li>• Ability to make the necessary time commitment.</li> <li>• Must be a Society member in good standing.</li> <li>• Ability to attend and actively participate in conference calls.</li> <li>• Must adhere to AUGS Conflict of Interest and Disclosure policies.</li> </ul> <p><b>Committee Chair:</b></p> <ul style="list-style-type: none"> <li>• In addition to the above requirements, when possible, the Chair should have previously served as the Committee Vice Chair.</li> </ul> <p><b>Vice Chair:</b></p> <ul style="list-style-type: none"> <li>• In addition to the above requirements, when possible, the Vice Chair should have previously served as a committee member.</li> </ul>
<b>Staff Liaison(s)</b>	Jenna Dean, Senior Director, Governance and Engagement <a href="mailto:jenna@aug.s.org">jenna@aug.s.org</a> 301-273-0570 x 120