

Membership Committee Committee Charter



Purpose	The Membership Committee represents the needs of AUGS members by overseeing membership structure, benefits, recruitment, and retention. The Committee evaluates member segments, reviews SIG and Life Membership applications, and periodically assesses programs, services, and technology to ensure they enhance the member experience.
Ongoing Committee Activities / Committee Charges & Strategies	<p>The committee undertakes the following activities:</p> <ul style="list-style-type: none"> • Maintain a robust and diverse membership through: <ul style="list-style-type: none"> ▪ Recruitment and retention campaigns ▪ Evaluation of the needs of membership segments (consider practice settings and career stages) • Approval of Life Membership requests • Approval of SIG applications • Periodically review existing programs, services and technology platforms to ensure that they enhance the AUGS member experience. • Drive engagement within the AUGS Online Community. • Maintain and periodically update the “Urogynecology Marketing Toolkit”. • Develop opportunities for members to connect in between AUGS meetings through virtual platforms (current focus is Rural/Private Practice physicians) • Support staff in periodic review of membership structure (i.e., physician members now employed full-time with industry).
Roles and Responsibilities	<p>Chair</p> <ul style="list-style-type: none"> • Structure agenda for meetings. • In conjunction with the committee staff liaison, develop committee report for AUGS Board (3x per year). • Run an effective meeting to ensure involvement of committee members and the advancement of activities and charges. • Maintain open communication with assigned Board liaison regarding committee activities • Identify and mentor the next Chair of the Committee. • Assist with the selection of committee members. • Attend bi-annual Outreach Council meeting. <p>Vice Chair</p> <ul style="list-style-type: none"> • Support the Committee Chair to ensure responsibilities are met in a timely manner. • Serve as interim Committee Chair in the absence of the Chair. • Recommend to the AUGS Governance Committee individuals to serve as the next Vice Chair. • Ascend to the position of Chair. • Attend bi-annual Outreach Council meeting. <p>Members</p> <ul style="list-style-type: none"> • Maintain confidentiality and avoid sharing AUGS information, processes, and work product outside of AUGS • Be prepared and actively participate in all conference calls and meetings. • Work on projects as delegated by the Chair. • Actively participate in ongoing committee activities as outlined above under ongoing

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	Committee activities, charges, and strategies.
Workgroups and Other Committee Relationships	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.
Expected Commitment	<p>The committee meets monthly, or every other month, via conference call. Additional committee calls may be necessary throughout the year as needed to fulfill the committee charges.</p> <p>Committee members are expected to review all agenda/materials prior to each meeting, attend the conference calls as scheduled.</p> <p>The estimated monthly time commitment is 1-2 hours.</p>
Committee Composition	The Membership Committee is comprised of a Chair, Vice Chair and 10-13 additional members including the following: a junior member who is less than eight years post training, a private practice representative, fellow representative, and an APP representative.
Committee Terms	<p>Terms run January 1 – December 31.</p> <p>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).</p> <p>Fellow representatives must rotate off after three years or upon graduation from fellowship, whichever comes first.</p> <p>The Committee Chair and Vice Chair will each serve a two-year term. The Vice Chair ascends to the role of Chair upon completion of their term as Vice Chair.</p>
Selection/ Appointment	Members are appointed by the AUGS Governance Committee with input from the Committee Chair and Vice Chair. The Committee Vice Chair is selected by the Governance Committee with recommendations from the current Chair and Vice Chair.

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Committee Requirements	<p>Committee Members:</p> <ul style="list-style-type: none">• Desire to advance the mission of AUGS.• Ability to make the necessary time commitment.• Must be a Society member in good standing.• Ability to attend and actively participate in conference calls.• Must adhere to AUGS Conflict of Interest and Disclosure policies. <p>Committee Chair:</p> <ul style="list-style-type: none">• In addition to the above requirements, when possible, the Chair should have previously served as the Committee Vice Chair. <p>Vice Chair:</p> <ul style="list-style-type: none">• In addition to the above requirements, when possible, the Vice Chair should have previously served as a committee member.
Staff Liaison(s)	<p>Jenna Dean Senior Director Governance and Engagement jenna@aug.s.org</p> <p>Stephanie Paxson Manager, Membership and Marketing Stephanie@aug.s.org</p>