

Lunar Society Membership Subcommittee

Terms of Reference

Structure

The Membership Committee is a permanent subcommittee of the Lunar Executive Committee.

It is chaired by the Membership Secretary chosen via executive rotation and election at the AGM. It has up to six other members serving a three year term, plus the Chair of the Society and the Secretary of the Society as ex-officio members. It can co-opt up to two other members for particular issues.

Membership of this Subcommittee is open to any interested Society Members and is advertised at the AGM and from time to time in the newsletter. Co-opted members who are representatives from potential membership groups (e.g. Birmingham Future) can be made by invitation.

Objectives

1. To ensure the Society continues to recruit appropriate new members who will benefit from membership and contribute to the aims and activities of the Society.
2. To advise on specific categories of membership, and to encourage more corporate and business members.
3. To monitor the success of the new Associate category of membership.
4. To assist in the corporate decisions of the Executive Committee.
5. To assist the Executive in identifying persons worthy of recognition of their contribution to the Society and its objectives.
6. From time to time, to advise on topics and speakers for the Society.

Responsibilities of members

- To develop a membership strategy with the executive
- To advise the executive on all matters relating to membership
- To ensure relevant executive decisions are carried out
- To develop and update the membership section of the web site
- To organise membership events
- To agree and ensure an appropriate process for Society membership applications
- To ensure appropriate induction process in place
- To encourage train and identify mentors for new members
- To ensure new members are encouraged to offer their skills to the Society
- To attend 50% of meetings unless an alternative agreed
- To identify and recruit short-term members to meet recruitment targets

Membership

- Current members are Peter Mayer (Chair), John Ellis, David Lock, Paul Sabapathy & Judith Taylor with Kate Cooper (Secretary to the Society).

Communication strategy

- To contribute to the Society newsletter
- To report to the Executive via minutes of meetings
- To report agreed statistics to the Executive and to the whole membership via the Membership Report to the AGM
- To ensure appropriate material is kept up-to-date on the Society website.