

## EWGA GTA Chapter Board Chair Description

Position Name: Membership Chair

Position Description:

To develop and maintain the membership of EWGA GTA Chapter. To help foster good relations with all members, within the membership.

Responsibilities:

- Recruits and welcomes new members joining EWGA GTA Chapter
- Reviews and updates membership recruitment materials as required
- Maintains membership roster and database
- Organize the Meet the Members events, in conjunction with Course Captains
- Contacts inactive members to encourage participation
- Contributes to the successful execution of our Chapter's Business Plan
- Submits volunteer points to PAR Program administrator, as applicable
- Tracks and promotes the Member-Get-A-Member program
- Ensures Chapter complies with Association policies for membership application, renewal and dues processing