



MEMBERSHIP ENGAGEMENT COMMITTEE CHARGE FY25:

Conduct regular membership research to recognize the needs of ARCS' members including the annual General Membership Survey, IDEA feedback tool, and exit surveys. Assist subcommittees in their work to provide resources and benefits for ARCS members by identifying topics of interest and barriers to access for ARCS programming. Coordinate and facilitate communication between subcommittees, task forces, and the Board.

COMMITTEE/TASK FORCE MEMBER TERM:

July 2026 - July 2028 (Eligible for renewal biannually)

DESCRIPTION OF DUTIES:

- Support work of committee to identify and develop resources and benefits for ARCS members, tasks to be determined and delegated by Chair
- Attend Committee meetings as scheduled by Chair
- Meet objective deadlines as set by Chair
- Review the annual general survey and prepare report of results for the board
- Prepare annual report for distribution to ARCS membership

ORGANIZATIONAL OBJECTIVES:

- Plan and develop regular surveys of membership based on ARCS needs and goals
- Evaluate existing membership metrics to identify trends
- Provide data analysis and preliminary recommendations to Committees and the Board based on survey responses

PROGRAM FUNCTIONS OR OBJECTIVES:

Develop annual membership survey

- Aggregate areas of inquiry from Committees, Task Forces, and Board needs
- Draft survey questions with the goal of efficiency and maximizing member response
- Coordinate timing and logistics of survey period with ARCS Association Manager
- Provide analysis and recommendations of survey results