Vice President for Membership Engagement
3-year term

Responsibilities

1. The Vice President for Membership Engagement maintains and, through various activities, increases the membership of International ACAC;
2. Coordinates and implements membership drives;
3. Serves as a liaison with and promotes membership in NACAC;
4. Reports membership engagement activity to the Executive Board and the general membership;
5. Oversees the nomination and voting procedures for the GEM awards (twice annually) with the Membership Engagement committee, with additional support from HQ;
6. Works closely with the VP Membership and Data to identify areas of growth for membership and develop targeted engagement strategies
7. Works closely with the Vice President for Communications to enhance the positive image of International ACAC and to make members more visible;
8. Develops, maintains, and implements membership policies and procedures
9. The Vice President for Membership Engagement serves as chairperson of the Membership Engagement Committee
10. Oversees sub-committees with a specialized focus on membership engagement responsibilities; and
11. Serves as a voting member of the Executive Board.

Required Knowledge/Skills: The Vice President for Membership Engagement is charged with finding ways to increase our membership, especially the membership of overseas secondary counselors. Ideas about how to reach out to these members and market International ACAC would be especially helpful.

Time commitment:
Planning and preparation time, and time spent on weekly maintenance, reviewing membership applications, or concerns (3-8 hours per week). International ACAC Conference with Board Retreat (7 days). Attendance at the International ACAC Conference is required. NACAC Board Retreat (3 days). If a member is unable to attend the retreat due to extenuating and unforeseen circumstances, remote attendance will be made available. NACAC Conference attendance is optional. All time commitments are non-inclusive of travel time.