

Membership Committee Mission Statement

Membership Committee Goals

The **NGMA Membership Committee** (MC) is a committee made up of NGMA members that focus on ensuring that its members are provided high-quality benefits and that its members have a voice to guide NGMA leadership in the provision of grants management resources.

Roles and Responsibilities

The MC is overseen by the Board of Directors through the Governance Committee. The Governance Committee will set priorities and goals with the Executive Director (ED). The ED will provide quarterly reports to the Governance Committee regarding issues, concerns, and progress made by the MC.

Leadership is provided by the Executive Director and the Senior Manager, Membership and Chapters. The ED will work closely with the MC Chair and Vice-Chair to ensure tasks and activities are progressing according to expectations and timelines, as determined and outlined by the ED.

The MC Chair and Vice-Chair will lead the committee members to complete the MC's tasks and activities. This includes, but is not limited to, organizing and facilitating regular meetings, ensuring minutes are taken at each meeting, delegating tasks, ensuring progress is being made, and reporting progress, issues, and concerns to the ED. Meeting minutes should be sent on a timely basis to the ED.

Committee Members

Committee Members must be NGMA members in good standing. NGMA acknowledges participation on the MC is voluntary. With that said, it is NGMA's hope that each volunteer will actively contribute to meeting the goals, tasks, and activities of the committee and must adhere to the terms and conditions of NGMA's confidentiality agreement. Collaborative, cooperative, and respectful participation is expected. Active NGMA membership is required to continue to participate, as determined by the MC Chair and/or Vice-Chair.

The MC Chair and Vice-Chair will serve no more than two years in a leadership position. However, members may serve on the MC as long as interested, assuming they are active NGMA members.

Membership Committee Tasks

- Provide feedback on existing and/or proposed membership benefits;
- Suggest ways in which NGMA may continue or improve upon its current services and resources to the grant management community through training and other resources, such as peer mentoring;
- Advise NGMA on ways it may increase its current membership and membership activities;
- Provide regular feedback regarding NGMA's social networking and community websites to ensure content is appropriate, relevant, and timely shared; and
- Reach out to membership for feedback through polls, questions, surveys, etc., as appropriate.

To express interest in joining **NGMA's Membership Committee**, please email regais@ngma.org.