

Membership Chair

- Send monthly report to Assistant Coordinator
- Attend monthly Board Meetings and pray about Board decisions
- Pitch in to help with Board initiatives
- Oversee membership renewal process April 1-June 30 every year
 - Post clear renewal instructions and reminders and send all-YHSA reminders
 - Automatically renew the alumni
 - Run an early bird raffle
 - Assist with any renewal payment problems via PayPal
 - Oversee one-time check/cash payments at the Expo
 - Park unrenewed accounts and assess late fee
- Process late renewals
- Process new member registrations
 - Ensure that all applications are eligible for membership
 - Send out new member packet
- Run New Member Orientation
- Be a cheerful voice in communications with potential new members
- Maintain membership page info—“Benefits of Membership” and “Member Picnic” pages (or communicate with Communications person about maintenance)
- Communicate items of interest to YHSA newsletter volunteer
- Oversee Membership Picnic or delegate to another volunteer