



RAIC | IRAC

Royal Architectural Institute of Canada
Institut royal d'architecture du Canada

Membership Committee Terms of Reference

Membership

There shall be two (2) co-Chairs, one of whom shall be a Board Director and the other co-Chair shall be a member at large nominated by the Committee and appointed by the Board. The President Elect, one (1) other Board Director and one (1) other member at large shall sit on the committee for a total of five (5) members.

Terms

The members at large shall serve three-year terms. The terms shall be staggered when possible.

Purpose

The Membership Committee is responsible for identifying ways of recruiting new members and ensuring they align with the overall goals of RAIC, identify services that should be provided to members, make recommendations to the Governance Committee regarding bylaws affecting membership and changes in classes of membership and make recommendations to the Board regarding membership dues.

Work of the Membership Committee

A. The Work In Brief

Recruitment of Members

- Work with operations in developing strategies for membership recruitment.
- Review annual membership survey and other data collected by operations.
- Monitor and evaluate trends in membership.
- Identify, targets and remove barriers to groups that would benefit from belonging to RAIC but currently do not.

Services to Members

- Evaluate on an annual basis the services and benefits offered to members and recommend to the Board how to best serve the membership.
- Identify services and benefits that should be offered to members.

Membership Dues

- Annually evaluate the membership dues.

Governance Related to Membership

- Report to the Governance Committee issues with current bylaws and other governing documents related to membership.
- Assist other RAIC committees as needed regarding providing up-to-date membership information.

Approved by the RAIC Board of Directors: February 21, 2020



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Reporting

The Membership Committee reports bi-annually to the Board of Directors with respect to its activities.

The Membership Committee may be appointed further responsibilities as described in Part 2 of the Governance Manual.

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