



Terms of Reference – November 2018

National Membership Committee – *Membership and Engagement*

Purpose

To review current policy regarding AILA membership and develop strategies for improved membership growth and benefits.

Objectives (short term – up until end June 2019)

- Support the promotion and implementation of the new membership category. Devise strategies to engage international and local government markets.
- Review membership fees and provide recommendations to the Board for endorsing.
- Recommend solutions for leave and other assistance options.
- Support the implementation of a membership satisfaction survey.

Objectives (December 2020)

- Work with AILA staff to prepare a membership growth plan.
- Provide advice and recommendations for the National growth of AILA Fresh.
- Provide recommendations and draft ToR for the creation of new committees or working groups on key areas.
- Review the AILA Membership Policy.
- Liaise with the appointed working group who will develop the new system of registration (under a separate ToR and involving a collaborative process).

Membership:

- Five current AILA members and AILA CEO.
- One AILA Director.
- Committee can co-opt members with particular expertise.
- Chair will be elected by the Committee and ratified by the AILA Board.
- Term of appointment two years.

Accountability Report to Board as required

Meetings Minimum four teleconferences annually.
Minutes – no formal minutes from meetings required, action points to be recorded.

Secretariat AILA Staff member.