



**FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

MEMBERSHIP AND PROGRAM COMMITTEE DESCRIPTION

DULUTH AREA FAMILY YMCA, Cook County Community YMCA Branch

Responsible to: Committee Chair, Branch Board Chair, Branch Executive Director

Term: 1 year and may be re-elected for 3 successive terms.

SUMMARY

To perform those functions that will assure that the services, programs and goals of the YMCA are consistent with the purposes of the Association and Y-USA and meet the human needs of the YMCA service area.

The Membership and Program Committee is a standing committee of the Branch Board, meeting on call to perform those functions assigned to it by the board. It receives its authority from the Branch Board and its actions are subject to review and approval. The Committee has the authority to establish, from time to time, such ad hoc groups as may be necessary to carry out its work.

COMPOSITION

The Chairperson and members of the Membership and Program Committee will be appointed by the Branch Board Chair and the Branch Executive Director. The assignment of staff members will be made by the Branch Executive Director. The Committee shall be composed of Branch Board Members, Association Board Members, Staff, and members at-large. The Chairperson of the committee must be a member of the Branch Board. The term of office of the Chairperson and members of the committee will be for one year and members may renew their services as determined by the Branch Board Chair.

DUTIES

1. To formulate and review membership and program policies that assure the achievement of the Branch's membership and program goals.
2. To monitor the changing needs and interests of the population in Cook County, and report these changes to the Branch Board.
3. To monitor the services and programs of the Branch to assure they are in keeping with the Association's purpose, goals, and strategic plan.
4. To develop new membership and program models and recommend strategies to implement them.
5. To recommend service to new constituencies or expand service to existing constituent groups.
6. To recommend the development of new programs or extension of services of the program to geographic areas not being currently served.
7. To recommend membership and program evaluation processes and to assist staff and departments in evaluating existing services and programs.
8. To conduct membership and program studies and surveys.
9. To develop annual financial expectations to report to the Branch Board for inclusion in the Association budget process.
10. To develop the policies and guidelines that will be used to determine the membership rates and program fees to be charged for specific services and programs.
11. To develop ways and means, in cooperation with the Branch Board and Association Board of Directors, for subsidy funding for selected services and programs.