

MEMBERSHIP SERVICES— RETENTION COMMITTEE

OVERSIGHT

MEMBERSHIP COUNCIL

COMPOSITION

The Retention Committee shall be composed of the Secretary, the ADHA 3-Year Delegate, the Trustee at Large, and the Immediate Past President. The Secretary and the ADHA 3-Year Delegate will serve as Co-Chairs of this committee and may appoint additional members at any time.

DUTIES:

1. Respond to member requests for information regarding licensure/reciprocity in Indiana.
2. Maintain and support existing IDHA membership.
 - a. Survey existing members to determine membership needs.
 - b. Thank and acknowledge members of 5, 10, 15, etc. years.
 - c. Contact non-renewed members and encourage renewal by highlighting membership benefits.
3. Highlight members and accomplishments i.e. Member Spotlights on social media/etc. (Past Presidents, Lifetime Members, Public Health DHs, etc).
4. Coordinate all member communications with Central Office.
5. Request lists of members (such as the alpha-roster of all members) from Central Office as needed.
6. Follow the policy outlined under “*Contacting non-renewed members*” of this manual.
7. Follow the policy outlined under “*Contacting non-renewed GRAD students*” of this manual.