

**ASFMRA JOB DESCRIPTION**  
**MEMBERSHIP COMMITTEE MEMBER**  
**Level 2 – Learning Volunteer**

**Overview**

The Membership Committee is responsible for developing recommendations and assisting with the implementation of strategies designed to help the ASFMRA and its Chapters attract and retain paying members. The Membership Committee's core goal will be growth in ASFMRA membership each year.

**Key Committee Member Responsibilities:**

- Attend and participate in all Committee Meetings and conference calls
- Complete assigned tasks from Committee Chair

**Minimum Qualifications:**

- ASFMRA member in good standing

**Performance Metrics:**

- Attend and actively participate in all Committee Meetings and conference calls.
- Complete tasks as assigned by Committee Chair.

**Benefits:**

- Develop leadership, collaboration and communication skills.
- Connect and build relationships with rural property professionals who may become friends and business collaborators, or in some cases, even prospective employees or employers.
- Build a reputation as a member who contributes to the profession and gets the job done.
- Develop skill and knowledge in new areas of rural property expertise.

**Selected/Appointed By:** Nominating Committee in consultation with President-Elect, and the Committee Chair based upon successful completion of the application process.

**Term Length:** Three-year term, with ability for re-appointment for up to two (2) three-year terms. Terms are not automatic. If a Committee member is appointed Chair and he/she is at the end of his/her term(s), the term will be extended to cover the year(s) necessary to cover the Chair position. On the inaugural appointments, members will be appointed to a 1, 2 or 3-year term.

**Reports to:** Membership Committee Chair

**Time Commitment:** In a typical year, there is one in-person meeting held in conjunction with either the ASFMRA Annual Conference or Education Week. Conference call meetings are held as warranted (typically 4-8).

**Support Staff:** Director of Membership, Membership Coordinator, or other ASFMRA staff

**Compensation/Expense Reimbursement:** Per Volunteer Reimbursement Policy as defined in the ASFMRA Policy and Procedures Manual