

MEMBERSHIP VP

(1) Conduct an active Club membership recruiting program;
Provide "Saw Your Chinook" business cards for members to distribute.
Respond to messages left on the clubs website.
Keep updated membership forms in a shared Google folder for members to print and hand out.

(2) Process new member applications;
Enter new member information into the EZ Member Directory app.
Order member badges

(3) Keep accurate records of the Club membership;
Keep club roster information separate from the EZ Member Directory as a backup

(4) Publish an Annual Membership Directory and update that Directory as needed.
Import photo directory information from EZ Member Directory and format as a document and place copies in a shared Google folder
Maintain a text document of members. Print a copy for distribution at the annual meeting and keep a copy in a shared Google folder.

Additional duties currently performed:
Make club member signs to post in your Chinook.
Maintain a shared Google folder so members can obtain updated documents.