

Charter # 1: Get, keep and develop members

Purpose of Charter: Create a standardized process(s) for recruiting and involving new members in the life and work of the federation.

Key Processes

Product/Expected Results: Written document(s), implementation plan(s) showing responsibilities, time line, evaluation and budget required (if any)

Implement the plan/process

Authorities:

- Can involve additional individuals and groups
- Can use office staff and facilities
- Can look to other organizations for examples

Limitations:

- Must obtain approval from the ILF Executive Board before launching plan
- Must involve ILF office
- Must involve Board liaison
- Must investigate how technology can help implement the plan
- Must investigate other associations' activities and plans
- Assure plan addresses membership in all associations

Monitoring:

- Submit written plan in electronic format to Board by December 1, 2007
- Implementation plan immediately following Board approval
- Send quarterly progress reports in writing in advance of Board meeting. Reports are to be submitted on August 1, 2007, November 1, 2007, February 1, 2008, and May 1, 2008.

SAMPLE ACTION PLANS

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Purpose of Charter: Create a standardized process(s) for recruiting, involving, and retaining new members in the life and work of the federation.

Actions: Develop process(s) to recruit new members

- Develop incentives for Associations to recruit new members, e.g., Associations receive \$xx for each new member, Associations receive scholarship to assist new member to attend any ILF Conference,
- XXX
- XXXX

Actions: Involve members in the life and work of the federation

- Require each Association to have a booth at ILF Annual Conference and staff with members to recruit members and volunteers
- Encourage each division to have a booth at ILF Annual Conference and staff with members to recruit members and volunteers
- XXX
- XXXX

Metrics:

- Number of new members by association and division
- Number of new members serving in a ILF volunteer role