



## **RHA Board of Directors Job Description**

### **Membership Chairperson**

The membership chairperson shall:

- Plan membership drives
- Develop ideas for generating more members
- Send out mailers and advertisements
- Attend the General Meetings
- Coordinate efforts for membership drive with Block Captain Coordinator, Database coordinator, and Treasurer.
- Be available to answer questions relating to membership to residents,
- Report monthly to the Board of Directors concerning the activities of the Committee,
- Attend each Board of Directors meeting,
- Be a member of the association,
- Have a term of one year,
- Be elected at the annual general membership meeting,
- Be a regular member of the Board of Directors, and
- Perform such other duties as the Board of Directors may prescribe