

Membership Committee Charter

<p>Purpose</p>	<p>The Membership Committee represents the needs of PALMed members by overseeing membership structure, benefits, recruitment, and retention. The committee evaluates member segments, member value, promotes engagement across career stages and disciplines, and supports pathways for involvement and leadership within the organization. The Committee shall provide recommendations to inform PALMed priorities related to membership growth, member needs, and community-building.</p>
<p>Ongoing Committee Activities / Committee Charges & Strategies</p>	<p>The committee undertakes the following activities:</p> <ul style="list-style-type: none"> • Assist with new member recruitment and retention efforts. • Identify, monitor, and assess member needs. • Help guide staff in the development of membership benefits and marketing efforts. • Work with the Education Committee to plan the annual Futures Program (educational and networking events). • Define and develop the various PALTC Career Pathways to promote PALTC medicine to medical students, residents, fellows, NP trainees, PA trainees and the broader community. Redefine what it means to work in PALTC. (Strategic Plan) • Utilize the Career Pathways to proactively educate trainees and clinicians on the benefits of working in PALTC (Strategic Plan) • Finalize and launch a Mentorship Program that aligns with the proposal presented by the Leadership Program. (Strategic Plan) • Oversee the FPALTC Program which includes program promotion, approvals, and recognition of fellows. (Strategic Plan) • Advance PALMed’s mission by fostering a strong and connected professional community and strengthening the organization’s ability to serve those dedicated to improving care for PALTC.
<p>Roles and Responsibilities</p>	<p>Chair</p> <ul style="list-style-type: none"> • Help structure agenda for meetings. • In conjunction with the committee staff liaison, develop committee report for PALMed Board (3x per year). • Run an effective meeting to ensure involvement of committee members and the advancement of activities and charges. • Communication with the Board liaison before and after each Board meeting to share updates from the Committee and to hear about new Board initiatives. Report back to the full committee on each discussion with the Board liaison. • Identify, mentor, and groom the next Chair of the Committee. • Assist with structure and selection of committee members. <p>Vice Chair</p> <ul style="list-style-type: none"> • Support the Committee Chair to ensure responsibilities are met in a timely manner. • Serve as interim Committee Chair in the absence of the Chair. • Recommend individuals to serve as the next Vice Chair. • Ascend to the position of Chair. <p>Members</p> <ul style="list-style-type: none"> • Be prepared and actively participate in all conference calls and meetings. • Work on projects as delegated by the Chair.

Workgroups and Other Committee Relationships	Education Committee
Expected Commitment	The committee meets monthly. Committee members are expected to review all agenda/materials prior to each meeting, attend the conference calls as scheduled. The estimated monthly time commitment is 1-2 hours.
Committee Composition	The Membership Committee is comprised the chair, vice chair, and up to 10 members.
Committee Terms	Term runs July to June. All committee members serve a two (2) year term; renewable for one additional term. The Committee Chair and Vice Chair each serve a two-year term. The vice chair ascends to the position of chair.
Selection/ Appointment	Members are appointed by the President with input from the Chair. The Committee Chair and/or Vice Chair is recommended by the outgoing Chair and appointed by the President.
Committee Requirements	<p>Committee Members:</p> <ul style="list-style-type: none"> • Express desire to serve with a special interest in membership recruitment and retention. • Desire to advance the mission of PALTmed. • Ability to make the necessary time commitment. • Must be a Society member in good standing. • Must disclose all financial relationships on an annual basis. • Ability to attend and actively participate in conference calls. <p>Committee Chair:</p> <ul style="list-style-type: none"> • In addition to the above requirements, when possible, the Chair should have previously served as the Committee Vice Chair. <p>Vice Chair:</p> <ul style="list-style-type: none"> • In addition to the above requirements, when possible, the Vice Chair should have previously served as a committee member.
Committee Members	<p>VACANT (Chair)</p> <p>Azlan Tariq DO (Vice Chair)</p> <p>Erin Brooks PA-C</p> <p>Nancy Istenes, DO, CMD</p> <p>Priti Jindal, MD, CMD</p> <p>Erika Leung MD, CMD</p> <p>Dena Muraski, LNHA</p> <p>Tiffany Nelson, APRN</p> <p>Dominic Picetti, MD</p>

	Thomas Pingree MD, CMD Brian Wilson, MD, CMD Matt Wayne, MD, CMD Mark Johnson, PA-C Nihan Farooq, MBBS
Staff Liaison(s)	Marc Povell
Board Liaison	