

AVP of Membership Acquisition

Responsible for executing a plan to drive member acquisition.

Responsibilities:

- Follow up on membership inquiries:
 - Monitor membership@amamadison.org inbox and respond to answer any questions and communicate the value of membership
 - Assist in addressing membership questions at events
- Create a list of target companies for group membership and work with VP of Membership to develop and execute a recruitment plan.
- Work with VP of Membership to onboard new members:
 - In-person meetings (preferred) or phone calls; discuss member benefits, resources, event schedule, and open volunteer positions (and refer to the VP of Volunteers)
 - Prepare and deliver New Member Welcome packets
 - Help coordinate quarterly new member pre-event meet-ups

Commitment

- 2-5 hours per week
- Attend monthly committee conference call (as necessary)