

Area Membership Adviser

New Brunswick/Prince Edward Island

Position Description

Updated June 2021

MISSION

To be a catalyst for girls empowering girls

PURPOSE

To promote all activities relating to Membership Registration and Retention.

ACCOUNTABILITY

Area Council and Provincial Membership Registration and Retention Advisory.

RESPONSIBILITIES

- Liaise between Area Council and the Provincial Registration and Retention Adviser.
- Respond to communications in a timely manner.
- Participate in conference calls and Area Advisory Network Conferences.
- Provide the Provincial Registration and Retention Adviser with an annual report and advise of the membership needs in the Area.
- Attend Area Council meetings and provide on-going updates for Membership Registration and Retention activities.
- Coordinate Registration events, recruitment initiatives in your Area with the help of Provincial Registration and Retention Adviser.
- Communicate with the Provincial Registration and Retention Adviser in regards to INQ inquiries and Guider screening.
- Promote inclusion of Link members in Area events and opportunities.
- Ensure that planned activities are aligned with the GGC Strategic Priorities.
- Adhere to the Oath of Confidentiality and the Code of Conduct of GGC.

TERM

Three (3) Years

