**Membership Committee Responsibilities and Charge**

**Committee Chair: Rodney Jones, East Liberty Family Health Care Center**

**PACHC Staff: Cindi Christ**

***Mission:* *To monitor and make recommendations to improve the value of PACHC membership to support a strong and stable membership base and dues revenue.***

**Objectives:**

* **Maintain a stable membership base**
* **Ensure a “return on investment” for health centers through member benefits and services**
* **Support the financial condition of PACHC through dues revenue, fees, affinity relationships or other appropriate non-dues revenue**
* **Evaluate member needs and wants through survey, discussion and feedback**

**Specific Responsibilities:**

* **Develop menu of member benefits and services per membership category and reevaluate at least annually**
* **Develop corporate member benefits per category and reevaluate at least annually**
* **Monitor collection/status of membership dues**
* **Assess and recommend updates to membership dues structure as needed**
* **Assist with solicitation of new members, especially corporate members**
* **Outreach to new FQHCs, FQHC Look-Alikes, RHCs and other possible PACHC Partners to consider joining PACHC**
* **Evaluate current affinity relationships (PACHC Preferred vendors) annually**
* **Assess and recommend potential new affinity relationships or fee-for-service options**
* **Conduct health center satisfaction and needs assessment survey every other year**
* **Evaluate and recommend additional services that may be of value to the membership**