

**GIRL GUIDES OF CANADA – BRITISH COLUMBIA COUNCIL
PROVINCIAL MEMBERSHIP COMMITTEE**



**TERMS OF REFERENCE
(To be used in conjunction with the Committees' Generic Terms of Reference)**

PURPOSE

To identify and promote new, ongoing and future membership recruitment and support strategies.

MEMBERSHIPS

Membership to include:

Provincial Membership Adviser (*maximum of 3 years*)

Trefoil Liaison (*maximum of 3 years*)

Committee members

Committee members' duties may encompass the following, as assigned by the Chair:

Awards

iMIS

Link liaising

Screening

Waitlist management

RESPONSIBILITIES

In addition to the Generic Terms of Reference, the Provincial Membership Committee shall:

1. Develop strategies to recruit, retain and regain membership within the province.
2. Encourage recognition of service to Guiding by both members and non-members.
3. Liaise with Trefoil Guilds and promote membership.
4. Liaise with Link members and encourage membership growth.
5. Administer change of name and boundary processes.
6. Support *National Strategic Plan* and develop BC strategies and long term plans to enhance membership work.
7. Develop and promote use of membership tools.
8. Administer the Gift of Guiding Fund.
9. Support the Screening process.
10. Produce and distribute newsletters such as: "BC Trefoil Bulletin".
11. Encourage the involvement of all Members in varied aspects of Guiding.

These Terms of Reference to be reviewed every two years.

Approval date: September 2017