

ISCEBS Membership and Chapter Development Committee

Function Description



Preamble

The Committee shall serve the best interests of the International Society of Certified Employee Benefit Specialists (ISCEBS) and its members. Its basic charge is to make recommendations to the Governing Council regarding membership services and activities and the growth and development of local chapters. Minutes from each Committee meeting shall be submitted to the Governing Council.

1. Composition/Appointment

The Committee shall consist of an appropriate number of Society members from representative industries in the employee benefits sector with consideration also given to geographical region. Industry representations may include but not be limited to: accounting, actuarial services, consulting, corporate and multiemployer plan management, financial services, government, insurance, investments and law.

The Governing Council shall review each year nominations of Society members for appointment to the Committee and for a Committee chair.

2. Scope of Duties

- A. The Committee shall make recommendations regarding membership services and activities including membership recruitment and retention strategies.
- B. The Committee shall develop recommendations to ensure chapter growth and viability. In addition, the Committee shall make recommendations regarding policies and procedures for the effective maintenance of the chapter network.
- C. The Committee shall make recommendations for enhancing recognition of the Society and the CEBS designation.
- D. Committee members shall actively promote Society membership and chapter membership to those holding the CEBS, CMS, GBA or RPA designation and to CEBS students who have completed at least one CEBS course.
- E. Committee members shall support and actively promote the CEBS continuing professional education (CPE) requirement.
- F. Committee members shall carry out other projects and directives that may be assigned by the Governing Council or the Board of Directors.

3. Responsibility of Committee Members

- A. Members shall be aware of the relevant budget allocations and keep them in mind when formulating recommendations.
- B. Members shall become familiar with the minutes of the previous meeting.
- C. Members shall make every effort to attend the Committee meeting and review information sent to them on a periodic basis.