

NARPM CHAPTER MEMBERSHIP CHAIR

Job Description

Function: To enhance the foundation for a long-term, sustainable chapter by outlining and implementing the policies, procedures, and structure needed to maximize the benefit of NARPM association. To invite and welcome the participation of prospective members in the organization.

Duties/Responsibilities:

1. Utilize resources provided by national at www.narpm.org under the chapter leader tab. Be sure to read each position description and browse through the chapter leadership section of the web site.
2. Record prospective members in the online database.
3. Personally call and invite prospective members to meetings.
4. Welcome members as they enter the meeting..