

New Members' Champion

August 2019

Role Purpose

To improve retention of new members by making them feel more welcome when they first join and then to help them to satisfy their reason for joining the U3A.

Role Profile

1. Attend ad hoc committee meetings as requested and submit a short report for each one.
2. Attend General Meetings each month to welcome New Members in the entrance, give them a welcome pack, your contact details, explain the routine of the General meeting, show them to their seat and introduce them to anyone relevant to their interests, ie. make them feel comfortable.
3. Contact new members who do not attend the General meetings and send them a welcome pack.
4. Develop a questionnaire to find out from each new member what they want out of U3A membership, what their interests are, and what skills/expertise they could offer to U3A.
5. If the new member's desired Group is full or does not exist, discuss this with the Groups Co-ordinator to find a solution or to find an alternative.
6. Twice annually, organise a New Member's meeting at which they generally mix and get to know each other, learn more of the U3A generally, and learn more of Cirencester U3A Groups and availabilities within each Group, and to learn of volunteering opportunities.
7. Follow up with each new member after approx. 6 months to check they are happy with their membership.
8. Follow up with any new member who is known to not renew their membership because of dissatisfaction.
9. Advise committee on changes needed within Cirencester U3A to improve retention of new members.