



Chair

POSITION DESCRIPTION: Membership and Growth Committee

APPOINTED BY: Board of Directors

TERM OF APPOINTMENT: Appointment for 3 years

REPORTS TO: Chair Board of Directors

FUNCTIONAL RELATIONSHIPS: Board of Directors
Senior Leadership Team members

POSITION SUMMARY:

The Chair of the Membership and Growth Committee (MGC) shall lead the MGC to achieve the purpose of the Committee being to assist the Board of Directors and Freemasons NZ in determining policy, processes and outcomes with regards to growing and retaining the membership of the organisation.

Furthermore, to manage and coordinate the Committee to undertake the nominated functions of the Committee.

PREFERRED EXPERIENCE:

The Chair of the MGC should be an experienced Freemason with a background in Lodge development and membership recruitment activities. They should also:

- Understand the practical imperatives of managing a volunteer organisation;
- Have a common-sense approach with lateral thinking, project management and consultant skills;
- Be a good communicator and facilitator.

GENERAL REQUIREMENTS:

- To chair the MGC consisting of a Director of the Board, a Divisional Grand Master and any co-opted members from time to time.
- To report and make recommendations to the Board of Directors in relation to initiatives to achieve the purpose and functions of the Committee.
- To be familiar with the Freemasons NZ Strategic Plan, particularly in regard to growing the membership.
- Communicate and disseminate knowledge and information relating to membership recruitment, onboarding and retention.
- To undertake such further duties and functions as may be delegated to him from time to time by the Board Chair or the Executive Director.

LEGAL PROVISIONS:

BoC Rule 223 c. The Board may for specific purposes appoint committees to enquire and report, with or without power to act, but a committee having power to act must report any action it takes to the next meeting of the Board.

DELEGATIONS:

Generally, there are no delegations or provisions to exercise authority unless specifically delegated by the Board. When undertaking any such delegated activity, expenses shall be covered within the appropriate Grand Lodge budget.


Travel and associated expenses shall be approved by the Chair of Board of Directors or in the case of routine matters, then the Executive Director shall have that authority.

The MGC Chair has no authority to commit financial expenditure in undertaking this role, except as provided under CL 219g where the Board may from time to time determine what expense it will allow to any Officer or Brother.

EXCEPTIONS:

N/A.

APPROVED:

Authorised signature:	
Name:	Warwick Bell
Position:	Chair, Board of Directors
Resolution:	2.6
Date:	16 th June 2024