

Member & Community Engagement Committee Charter

updated 10.27.2022

Strategic Plan Goal:

To understand and serve the needs of NICU Parent Leaders through meaningful community experiences.

Purpose:

The purpose of the Member & Community Engagement Committee is to continually develop and maintain the professional integrity of our membership, review & optimize member satisfaction, promote member engagement within the network and engagement with the broader maternal-infant health community. This committee shall coordinate with all NPN committees and Operations Team in implementing and marketing the engagement efforts and opportunities to ensure alignment with NPN Strategic Plan goals, objectives, strategies & guiding principles. The committee shall always consider the various types of organizations represented, phase of organizational and leadership development present within our membership, unique and diverse needs of the communities NPN members serve, and the overarching competencies required of professional NICU Parent Leaders.

Membership:

The committee shall consist of two Co-Chairs. One Co-Chair shall be an NPN Board of Directors representative and the other Co-Chair shall be a representative from NPN membership.

Committee members must be current NPN members. There should be no fewer than 5 members on the committee and members shall serve a minimum of two year terms. There is no limit to the number of terms a member can serve. All committee members are expected to attend 80% of all committee meetings within each calendar year. If a committee member can not attend a meeting, written notice to the committee Co-Chairs and NPN Admin is requested at least 24 hours in advance.

(Co-Chair responsibilities and terms are listed here: [Co-Chair & Committee Member Expectations](#))

Primary Responsibilities:

Primary responsibilities of the Member & Community Engagement Committee include but are not limited to:

- Annual review & overseeing updates of NPN membership types, dues structure, & benefits

- Review, revise, develop, update new member application & onboarding procedure
- Review, revise, develop, update member appreciation & retention in alignment with strategic plan strategy #B3
- Annually review all organizations within NPN to fully understand their offering to the NICU Community, confirm their organizational status and strengthen their relationship with NPN.
- Report progress on a monthly basis to the Executive Committee & on a quarterly basis to the Board of Directors
- Develop, implement & monitor Action Plans for each defined strategy in the NPN Strategic Plan related to Community Engagement
- Act as ambassadors for NPN and hosts at Annual Summit
- Members shall assist in recruitment of established NICU Parent Organizations that are not a part of NPN.
- Members should invite potential new members to info sessions to hear more about membership and to Leadership Lounges or other NPN events to experience a benefit of being a member of the organization.