



American Society of Acupuncturists  
712 H Street, Suite 1189  
Washington, D.C., 20002

## **Charter: Membership Benefits Committee**

### **I. Purpose**

- A. The Membership Benefits Committee (MBC) assists the ASA member state associations in building and maintaining members by creating and managing a program of quality benefits.

### **II. Composition**

- A. The MBC shall be composed of ASA members that are vetted by the Nominating Committee (NC) for a maximum term of five years.
  1. Applicants must submit a committee application to be reviewed by the NC, along with the MBC Chair.
  2. Appointment is based on the individual skills and current needs of the committee.
  3. The NC has the authority to make changes and recommend candidates to fill vacancies on the MBC.
  4. The MBC will have at least three members and a maximum of five.
- B. The MBC Chair shall be determined by the members of the MBC vetted by the NC and ASA Chair.
  1. The MBC Chair will serve as the liaison to the Board via the Vice Chair of Operations (VCO).

### **III. Committee Members**

- A. Interests
  1. Creating and managing a program of national benefits to offer new members and retain current ones.
  2. Working directly with partners to expand benefit programs.
  3. Willingness to work with other ASA committees as needed (i.e. conference, communications) to market programs and coordinate development strategies for partners.
- B. Desirable Skills, Knowledge, and Abilities (SKAs)
  1. Knowledge of the policies and procedures of the ASA.
  2. Organized and detail oriented.



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3. Communicates effectively and credibly in both oral and written context.
4. Consensus building.
5. Use of MS Office and other software programs, such as project management platforms.

C. Professional and Personal Attributes

1. Personal and professional integrity.
2. Principled and sincere.
3. Cooperative, yet decisive when needed.

D. Responsibilities

1. Work collaboratively with ASA leadership, as well as state associations, with respect to developing and stewarding a comprehensive member benefits program.
2. Interface directly with the ASA Council and receive input surrounding member benefit matters.
3. Act as a consultative resource to the ASA on member benefits.
4. Prepare reports and make recommendations to the Board on new and evolving benefits opportunities.

**IV. Meetings**

- A. The MBC shall meet at least six times per year.
- B. Minutes will be documented at each meeting.

**V. Order of Operations**

- A. Questions or concerns within the MBC shall be brought to the MBC Chair.
- B. Matters requiring the Board's attention shall be brought to the VCO by the MBC Chair.
- C. If the MBC Chair is the concern in question, a MBC member may bring said concern to the VCO.

**VI. Current Positions**

- A. Chair



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1. Amy Lewis

B. Members

1. Vacant
2. Vacant
3. Vacant
4. Vacant

**VII. First Year Goals**

- A. Survey membership to find out which benefits are most attractive.
- B. Streamline benefits (and the vendors who provide them) to have better negotiating power as a national organization and to take the burden from each state to negotiate their own benefits.
- C. Identify and deliver new, high value benefits for members.
- D. Create a partner (vendor) database so that we can better manage relationships and keep an organizational memory so that we can strategically strengthen our corporate and institutional partners.
- E. Assist other committees as needed to help accomplish (conference and communication, for example) to strengthen and streamline the overall operation of the ASA.