

Membership Committee

Goal:

To further the vision and mission for the Allegheny County Coalition for Recovery in promoting person-centered and recovery-oriented MH and substance abuse services in Allegheny County through increasing and sustaining a broad range of stakeholder membership on its committees and in participation in activities.

Strategies to use to achieve this goal:

1. Recruit new members from a across a broad spectrum of stakeholders for all ACCR
2. Orient and train new members to ACCR & community action skills.
3. Mentor and support current membership.
4. Retain membership through regular contact & annual appreciation event.

Tasks and methods to put strategies into action:

Nominating:

- Perform annual nominations duties or as needed for Steering Committee as well recruiting to fill in vacancies as needed for all committees for co-chairs, minute recorders and community/committee advisors and general committee members.

Recruitment:

- Present recruitment seminars at agency sites as designed by Recovery Specialists
- Send out letters and information packets to interested parties

Record Keeping:

- Update current committee and recruitment data base and email lists as needed
- Track attendance in committee data bases

Training:

- Participate in organizing and holding orientation sessions and community leadership training for new members with the Recovery Specialists

Mentoring:

- Make follow up phone calls and emails for committees
- Perform support and mentoring interviews for first 3 and 6 months, annually and as needed after that to help members assimilate and find satisfaction from work groups and to offer feedback on committee and ACCR functioning.
- Add follow up data to membership and recruitment data bases as needed. (phone calls made, emails sent, etc)

Annual Event:

- Plan and implement annual awards and anniversary celebration