

Madawaska Valley

Association For

Community Living

**POLICY: MEBERSHIP PROCESSING & ELIGIBILITY**

**PAGES: 3**

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**CATEGORY: GOVERNANCE**

Policy Statement:

The Membership of MVACL is a group of people dedicated to:

1. Assisting and supporting persons with intellectual disabilities to live and participate in the community of Madawaska Valley.
2. Advancing research in the area of developmental disabilities and to sharing scientific information to the public.
3. Assisting in the development and implementation of programs to help persons with intellectual disabilities live independent lives.
4. Providing support services to parents and community professionals aiding those with developmental disabilities.
5. Educate individuals, students and the community for the purpose of disseminating information and services related to persons with intellectual disabilities.
6. Promote training and education in the field of development and related disabilities.

They are members by virtue of the special skills, abilities, professional expertise and interest in the field that they can share with the Association for the ultimate benefit of our clients.

Members of MVACL have:

1. Professional training in fields relevant to our clients, e.g. psychology, education, medicine.
2. Experience developing programs for persons with intellectual disabilities.
3. Experience as a researcher or in evaluation development.
4. Fundraising experience.

**The Membership Committee will:** encourage and develop a membership which will be dedicated to the support of the goals stated in the Letter Patent and the Mission of the Association. Members will possess special skills, professional expertise and interest in people with developmental disabilities that they can share with the association to benefit the beneficiaries of M.V.A.C.L.

 The Membership Committee shall consist of:

1. Chair
2. Two (2) additional members of the Board of Directors
3. One (1) other member in good standing who is not a Director may be selected by the Chair of the Membership Committee.

 Vacancies:

Vacancies on the Membership Committee shall be filled by the Board of Directors

from those eligible to serve according to the provisions of By-Laws.

Chair shall be a Director and all members of the Committee shall be members of the Association.

 Responsibilities:

1. The Membership Committee shall promote and support the interests and involvement of community members in becoming members of the MVACL.
2. Shall review all applications for new members and ensure that the applications contain the required information and that the applicant meets the requirements as outlined in section 3. of the By-Laws.
3. Shall take measures to ensure that all applicants receive written acknowledgement of the receipt of their application and are provided with an opportunity to obtain information about the Goals and Mission Statement of MVACL.
4. Where practical, Committee Members should make efforts to canvas potential new members for their willingness to volunteer for special projects, and meet with membership applicants to discuss their interest in the organization
5. Upon acceptance of a new applicant, the Committee will ensure that the new member receives a membership card.
6. Report to the Board of Directors on the status of applications and new members.

Membership Application:

Membership renewal applications shall be available at the MVACL Administration Office during normal business hours or may be requested through a member of the Board of Directors. Applicants shall complete the required information contained therein, date and sign the application. Completed applications can be returned to the MVACL Admin. Office or given to a member of the Board of Directors. Applications shall include the appropriate membership fees.

Membership Renewals:

Members in good standing who wish to renew their membership shall complete a “Renewal Form” which can be obtained from the MVACL offices during normal business hours. Renewal forms shall be accompanied by the appropriate membership fees.

Membership Processing:

New membership applications and renewals shall be forwarded to the Membership Committee who will process the applications, meet with applicants where deemed appropriate, make recommendations to the board and initiate motions to receive new members. All applicants will be notified of the committee’s decision.