

Duties of Membership Officer shall be to:

1. Make recommendations and carry out a program for membership growth and retention;
2. Maintain, update, and expand DISES' national and international national networks;
3. Create databases of information and email address books generated by international networks and DISES;
4. Serve as *ex officio* chair of the Membership Committee;
5. Interface with other CEC units concerning international membership activities on matters of particular concern to DISES; and
6. Interface with the Student Representative on matters pertaining to student memberships on a worldwide basis.

## **NOMINATIONS COMMITTEE SCREENING GUIDELINES**

### **MEMBERSHIP OFFICER**

1. Must have attended a DISES event in the past two years (conference or roundtable)
2. Exhibits outstanding leadership and commitment to the mission of DISES
3. Exhibits high ethical and moral standards.
4. Must be a member of DISES (two years or more)
5. Must be able to fulfill duties of Membership Officer