

Member Engagement Committee - Terms of Reference

Purpose

- Support the engagement of current, new and future members including volunteers within the Society.

Scope

The member engagement committee will:

- Co-lead development and updating of the member segmentation, and communications and engagement strategy and plan (alongside the Chief Executive, Member Services Convenor Group and the Communications Committee) annually.
- Develop an annual member engagement plan and budget in July each year.
- Survey members, including key member segments, every 2 years to get feedback on services provided by the Society. Analyze results, develop a plan, and action improvements to better support members.
- Identify and action areas to improve engagement within specific segments (e.g. volunteers, retired members, new qualifiers, new students, etc).
- Scope and work with suppliers to deliver and communicate the NZSA salary survey every 2 years.
- Manage the volunteer talent database and succession pipeline and seek and coordinate member volunteers to help support Society activities, working with Chief Actuaries (or equivalent) regarding possible volunteers.
- Manage applications for Student membership of the Society (applications for Fellow and Associate membership will be referred to Council).
- Promote the Actuarial career path to students at universities and selected schools, including managing the relationship with universities and prepare an annual plan to work with universities to promote alignment between university courses and Actuarial study (Student Committee to support by providing student members to attend relevant events).
- Maintain links with equivalent committees of other international actuarial bodies.

Nice to do

- Promote diversity of membership and breadth of career pathways across the Society and externally; by ensuring we have a strong narrative and key messages that we can include in all communications and engagement activity.
- Work with Chief Actuaries at major employers and Victoria University to develop a scholarship and internship strategy and programme, working with major employers to encourage adoption.
- Facilitate a programme which supports mentoring of members within the Society.

Approved by Council 21 August 2024