

The Membership Director shall:

- A. Function as a primary contact for prospective and returning Club Members;
- B. Participate in the Member registration process as specified;
- C. Respond to Member inquires in a timely fashion;
- D. Attend scheduled Executive meetings or provide advance notice of absence to the President or Secretary;
- E. Have ONE (1) vote as a Member of the WCC Executive;
- F. Liase directly with Members during the ride season, as directed by the Executive, to ascertain views and opinions on Club-related matters such as rides, club activities, communications, website etc;
- G. Liase with the Vice-President to establish, review, and analyze summary Member statistics and Member feedback for Club planning purposes;
- H. Function as the first point of contact for prospective members, and provide positive and accurate information on Club activities with the view to encouraging new Membership;
- I. Assume the duties of the Social Coordinator in the event that there is no volunteer for that position.