

*\*The ILA Director of Membership Development (DMD) serves the State/Provincial council for **one 3-year term** and is responsible for membership promotion, recruitment, and retention at all levels: local/student/special interest councils, state/provincial councils and the International Literacy Association.*

Maintain State/Provincial and ILA membership throughout term

Refer to the Council Leaders' section of the ILA website for council related information

Promote Council Leaders' Resources on the ILA website with State/Provincial/Local/Student/Special Interest Council officers

Access ILA membership database on ILA website

Develop campaign for promoting Local/Student/Special Interest council membership, State/Provincial membership, and ILA membership

Attend ILA Annual Conference and participate in council activities

Host a membership booth at State/Provincial conference

Collaborate with State/Provincial leaders to plan a Leadership Workshop to support Local/Student/Special Interest council officers

Participate in Leadership Development activities offered by ILA and State/Provincial council

Facilitate Leadership Development activities for Local/Student/Special Interest council Membership Chairpersons

Offer ongoing support and guidance to Local/Student/Special Interest council Membership Chairperson

Prepare reports as requested by the State/Provincial council board

Submit Annual DMD Report of council membership activities to ILA by the required due date

Participate in Board Orientation annually

Ensure that all council officers are members of State/Provincial council and ILA

Monitor ILA membership growth for Award of Excellence

Work with Treasurer to ensure accurate processing of membership dues

Collaborate with State/Provincial council leaders to maintain accurate membership database

Send State/Provincial council membership database to ILA annually