



Membership Volunteer Job Description

- ★ Are you outgoing and love to connect with people?
- ★ Do you love homeopathy?
- ★ Do you feel a call to keep homeopathy strong within the naturopathic community?

Then join the HANP team as a membership volunteer!

Our mission at the HANP is to promote excellence in the practice of homeopathy among naturopathic physicians. We establish and uphold specialist standards, provide education and mentorship, and are committed to protect and preserve homœopathy as a core therapeutic modality within the naturopathic profession.

About the position:

Your goal in this role has two main parts: get our membership records organized and recruit both new members and old members to return. To do this you must be organized and be able to keep track of existing members.

- Organize system to track membership - a spreadsheet with each year as a column
- Keep current list which shows when their membership expires so emails can be sent monthly
 - Involves generating a report from website and updating spreadsheet on google drive
- DHANPs
 - Track CE to be sure it is current
 - Track to be sure they are in the directory
 - Track to be sure who is in the directory has active membership
 - Certificate when DHANP is awarded
- Create SM and email recruitment strategy to entice more members to HANP
- Work with web person to resolve login problems for members
- Work with school chapter person to be sure students get converted to doctors as they graduate and to support student recruitment efforts
- Meetings with Membership Chair, the Executive Director and SM person

This is a volunteer position HOWEVER in trade of your commitment to this job the HANP will provide a full annual membership for your work.

If you are interested please reach out to Hannah Bryant, our Executive Director, at info@hanp.net