

20 Benefits of Membership



BRONZE MEMBERSHIP \$750

■ ■ ■ **ALL MEMBERS BENEFIT FROM ALL OPTIONS 1 - 7 INCLUSIVE:**

1 ASSOCIATION MEMBER ADVICE HELPLINE

Associations Forum has a team of professionals who, with 100+ combined years of hands-on association experience, are able to assist with most day-to-day queries and offer reliable and practical advice.

2 CONFERENCE DISCOUNTS AND FREE MEMBER EVENTS

Staff and directors of member organisations receive substantial discounts on our leading-edge conferences, seminars and workshops. In addition, we offer a range of complimentary educational and networking events.

3 SURVEYS ON SALARIES, GOVERNANCE, EVENTS AND MEMBERSHIP

Associations Forum undertakes surveys every year on salaries, governance, events and membership. Survey results are used by associations as standard reference points and are free or discounted to members.

4 SPECIAL INTEREST GROUPS ON MEMBERSHIP, COMMUNICATIONS, EVENTS, ADVOCACY AND GOVERNANCE

Our popular Special Interest Groups (SIGs) give association staff and directors the opportunity to discuss key issues with their peers through regular group teleconferences and occasional face-to-face meetings. SIGs are available exclusively to members.

5 JOBS BOARD AND ROOMS FOR HIRE

Our Jobs Board is a leading portal for association jobs. Members receive substantial discounts to advertise and job postings are promoted to thousands of people in e-newsletters and job alerts. As well, our Rooms For Hire website listings are a free service to Gold and Silver members and discounted with Bronze membership.

6 RESOURCES TO HELP RUN YOUR ASSOCIATION

Resources exclusive to members include the Association Technology Guide, Annual General Meeting (AGM) Guide, Terms of Reference for Finance and Audit Committees, Board Governance Charter and dozens of advisory articles written for immediate practical use.

7 ASSOCIATIONS MAGAZINE AND ASSOCIATIONS E-NEWS

Our print magazine, *ASSOCIATIONS*, contains relevant leading-edge sector news and information. *ASSOCIATIONS* is supplemented by fortnightly member e-newsletters, which contain news, updates, forthcoming member events, member support queries, advice and the latest jobs.

SILVER MEMBERSHIP \$1500

■ ■ **SILVER AND GOLD MEMBERS ALSO RECEIVE ALL OPTIONS 8 - 11 INCLUSIVE:**

8 CONSTITUTION REVIEW

Our Constitution Review service identifies matters for consideration including constitution content, legislative requirements, governance structure, member definitions and Board composition. Associations Forum can also be engaged to make changes or rewrite constitutions.

9 IN-DEPTH AD HOC ADVICE ON GOVERNANCE, OPERATIONS AND TECHNOLOGY

Up to ninety minutes of discussion and verbal advice is available to assist associations on particular matters in these areas. This is an area where our team's combined decades of association experience can help in a variety of situations and scenarios.

10 FINANCIAL BENCHMARKING

Our Financial Benchmarking Survey allows participating associations to receive financial indicators and key ratios compared to a pool of similar de-identified associations. Associations can submit their data to receive an individual report at any time.

11 BOARD EVALUATION SURVEY

This is an online questionnaire where each governing Board or committee member completes a set group of questions. With the results, associations can see whether there is a convergence of opinions within the association Board and benchmark with results from other associations to give relative comparisons.

■ **GOLD MEMBERS ALSO RECEIVE ONE OF OPTIONS 12 - 20 INCLUSIVE:**

12 MENTORING FOR NEW CHAIRS OR CEOS

Taking up a role as the new CEO or Chair of the Board can be a daunting prospect. Association Forum can provide up to 90 minutes of mentoring to add confidence to a CEO or Chair.

13 BOARD GOVERNANCE PRESENTATION

Board directors, councillors and committee members need to know their roles and responsibilities so they can perform well and with confidence. This presentation is highly respected practical training that is delivered to a face-to-face meeting of the Governing Board.

14 SINGLE ENTITY ASSOCIATION AND FEDERATION STRUCTURES PRESENTATION

Our Single Entity Association and Federation Structures presentation explains the pros and cons of federations of states compared with single entities and addresses processes for possible mergers. We also have experience in mergers of similar bodies.

GOLD MEMBERSHIP \$2250

15 MEMBERSHIP ESSENTIALS PRESENTATION

Our Membership Essentials presentation gives realistic tips on recruiting and retaining members, how to effectively demonstrate the value of membership and suggests necessary systems, processes and staff.

16 EVENTS AND SPONSORSHIP PRESENTATION

Our Events and Sponsorship presentation covers the key factors including content, delivery methods, marketing and logistics. Sponsorship income generation is also addressed.

17 OPERATIONS AND TECHNOLOGY PRESENTATION

Databases and technology issues are commonly the first matters discussed by association representatives – and one of the major areas of association expenditure. Associations Forum has gathered knowledge into a straightforward and vendor-neutral presentation which explains principles and terminology.

18 FINANCIAL FUNDAMENTALS PRESENTATION

Association Directors usually join a Board because of their passion for their industry or profession, yet they may not have financial training in their career roles. This presentation explains key concepts such as accounting principles, processes, budgeting and reporting, and discusses financial attitudes.

19 INTRODUCTION TO PLANNING PRESENTATION

From our extensive experience, we understand the need to sell planning days to Boards and to impress them with practical outcomes. Our Introduction to Planning presentation shares tips for successful planning sessions and may give commentary on existing plans.

20 STATE OF THE ASSOCIATIONS SECTOR PRESENTATION

Our State of the Associations Sector presentation enables Boards and staff to gain a big-picture understanding of the associations sector. This assists them to consider the association in context and choose relevant comparisons.

Non-Gold Members can receive training presentations for a fee.

If you have any enquiries please contact us on 02 9904 8200 or membership@associations.net.au.

Gold Member presentations are 90 minutes in duration and usually held at your Board or staff meetings. Please note that travel time and expenses may be charged for presentations in certain locations. Proposals for longer and more in-depth training are also available. Your organisation's membership enables all your staff and directors to access membership benefits. Membership runs for 12 months from the join date. Information and prices are valid to 31 December 2020. Extra member benefits are available for purchase. All prices include GST.

Membership Application Form



**BRONZE
MEMBERSHIP
\$750**

**SILVER
MEMBERSHIP
\$1500**

**GOLD
MEMBERSHIP
\$2250**

Information and prices are valid to 31 December 2020. All prices include GST. Please visit www.associations.net.au for more information. Extra member benefits are available for purchase.

ORGANISATION DETAILS

Organisation _____

Postal Address _____

Town/Suburb _____ State _____ Postcode _____

Main Switchboard (No) _____ Fax _____

Website _____

Type of Association _____ Industry _____

ORGANISATION REPRESENTATIVES: (If you need to list additional names please attach details to this form)

Name (Main Contact) _____ Job Title _____

Email _____ Direct Phone _____

Name _____ Job Title _____

Email _____ Direct Phone _____

Name _____ Job Title _____

Email _____ Direct Phone _____

MEMBERSHIP BENEFITS OF INTEREST TO YOUR ORGANISATION (Optional)

HOW DID YOU HEAR ABOUT ASSOCIATIONS FORUM?

E-Newsletter Email Promotion Magazine Attended an Event Search Engine Word of Mouth Social Media Other

METHOD OF PAYMENT

We wish to join as Bronze Silver Gold

We wish to pay by cheque payable to **Associations Forum Pty Ltd**

Please invoice my organisation. Purchase Order No _____

Bank Transfers made payable to **Associations Forum Pty Ltd** Commonwealth Bank Artarmon NSW Branch Code 062 104 Account No 10110347

Please charge my Visa MasterCard American Express

Card No _____

Name of Cardholder _____ Expiry Date _____ / Signature _____

COMPLETE AND RETURN THE APPLICATION FORM TO:

Associations Forum Pty Ltd ABN 53 105 365 160 PO Box 810, Artarmon, NSW Australia 1570 Ph: 02 9904 8200 Fax: 02 9411 8585 Email: membership@associations.net.au

By completing this form, you agree to Associations Forum's Membership Terms and Conditions (available at associations.net.au/membership/membership-terms-and-conditions.html)