

**NEW MEMBER COMMUNITIES COMMITTEE Charter**

1. Purpose

The New Member Communities Committee shall manage and oversee the work of recruiting and supporting new member communities in DIAKONIA World Federation(DWF) .

1. Meetings:

The committee shall meet at least twice annually via electronic platforms.

1. Membership:

The New Member Communities Committee shall consist of at least three members who are not members of the Executive Committee. Members are by definition of our constitution Communities (\*).
These persons are to be chosen for their competence in nurturing new relationships, working across cultures, and orienting others to DWF. They should represent the international and ecumenical diversity of the three geographic regions of the organization.

Members of the committee shall be appointed for one term (from DWF Assembly to the next) and are eligible to serve one additional consecutive term.

A member of the Executive Committee shall be an *ex officio* member and act as liaison to the Executive Committee.

The chair of the committee will be chosen from among the members who are not on the Executive Committee.

1. Relationships

The New Member Communities Committee will report to the Executive Committee at least annually making recommendations and suggested actions.

The Executive Committee will oversee the work of the New Member Communities Committee and make recommendations and suggested actions.

1. Specific Duties

a. Research diaconal communities around the world who are not members of DWF.

b. Approach these communities with the hopes of inviting them to be members of DWF and one of the Regions.

c. Assist in the application process for DWF and the regions.

d. Applications will first be received by the relevant Region who will decide whether to proceed with membership. The Regional President may then bring a recommendation to the DWF Executive Committee if DWF membership is being sought.

d. Prepare appropriate recognition for any new communities joining DWF, including introducing the new communities at the following World Assembly.

e. Provide on-going support and orientation for the new communities.

f. Keep minutes of meetings and maintain records of committee actions.

g. Annually report to the Executive Committee, indicating actions and progress of the New Member

 Communities Committee and making suggestions for any plans or next steps.

h. Periodically review and revise the Charter and policies of New Member Communities Committee, and if

 necessary, submit recommendations and documents to the Executive Committee for consideration and

 approval.

i. Submit any budget considerations to the Treasurer for the annual budget process.

(\*) note that alternate designations may be 'rosters', 'associations', 'orders' etc.

Adopted by DIAKONIA World Federation Executive Committee in 2020.