

# SIM Members in Transition Policy and Procedures

## Policy:

- To qualify as a Member in Transition (MIT), an individual:
  - Must be in-between positions
  - Be in a member in good standing with his/her chapter
- The yearly membership fee will be waived for MIT's for the year in which they become unemployed *plus* one additional year.
  - For example, if John Smith becomes unemployed in February, 2004, his International membership dues will be waived for the remainder of 2004 and all of 2005, thus making him an active member through Dec. 31, 2005.
- This policy becomes effective August 1, 2003 and is *not* retroactive. In other words, if a member becomes unemployed but has already paid their dues for that year, their dues will not be refunded.
- Once a member lands full-time employment (or the equivalent) the member is required to pay the full fee to both the chapter and International.
- Please note: the chapter component of this policy is voluntary and is strictly the decision of each chapter's executive board.

## Procedures:

- Chapters should submit names and contact information of MIT's just as they would any other member.
  - Please forward in spreadsheet format the name, mailing address, phone, fax and e-mail address (if available) of all MITs. Please specify that the individual is an MIT to avoid any confusion with other members.
- All MIT's will retain the membership group classification they held prior to becoming unemployed. (i.e., profit vs. non-profit or practitioner vs. vendor/consultant) This information will be used to run accurate membership reports and to keep the 70/30 ratio between practitioners and vendors in balance.
- SIM Administration has taken steps to update its database to allow for the new membership type to be added to our system. Once rosters of MIT's are received, it should take 2-3 business days to get the names inputted into our system.
- Once each MIT is added to the SIM HQ database, they will be given a paid thru date of Dec. 31<sup>st</sup> of the following year in which they are entered. After that date, they will become "inactive."

**Recommendations to chapter policy:**

The New Jersey chapter has instituted a successful Members in Transition policy. They suggest chapters follow the additional procedures:

- If an MIT lands a job that is in a different membership group category or no longer at a senior enough position as a practitioner, they must reapply for membership.
- Monthly meeting and special event fees are still expected to be paid by the unemployed chapter member.