

Membership Committee Terms of Reference

As of April 2026

Rationale

As a professional international association, the WNF is engaged in a diverse range of activities; however, all activities have an overarching goal to enhance and promote the global naturopathic profession and to support internal professional development.

The WNF represents naturopathic doctors and naturopaths globally. All member organizations need to support the highest in naturopathic educational standards for their country and need to support the regulation of the naturopathic profession. The naturopathic profession is defined by its philosophies, principles and theories and encompasses a broad set of therapies, practices and procedures.

The WNF Membership Committee will oversee the activities associated with the growth, management and oversight of the WNF membership, non-profit partnerships and corporate sponsorships. The WNF Policies and Procedures document outlines the steps to be followed for all potential and new members, partners and sponsors and will guide the WNF Membership Committee's activities.

Membership

- Maximum number of members: nine (9)
- The Committee will be comprised of the WNF Officers with one of them being the Chairperson.
- A maximum of three (3) additional WNF members may join the committee, to support the efforts of the Committee.
- The WNF Chief Executive Officer (CEO).
- The WNF Administrative Co-ordinator.

Period of Office

Appointed members shall normally serve on the Membership Committee for a term of three (3) years. Members may serve consecutive terms.

Quorum

A quorum for meetings of the Membership Committee shall be half the membership at the time, plus one. The WNF CEO and/or Co-ordinator must always be in attendance.

Goals

The Membership Committee will have the following functions:

- Propose the criteria for WNF memberships, non-profit partnerships (NPPs) and corporate sponsorships.
- Implement the processes for membership applications as outlined in the WNF Policies and Procedures document.



- Review and approve (or reject) applications for memberships prior to sending to the WNF Executive for approval.
- Review and approve (or reject) applications for NPPs and corporate sponsors.
- Strategize on ways to increase WNF membership, NPPs and corporate sponsors.
- Support potential members through collaboration with existing WNF members, as appropriate.

Meeting Schedule

The Membership Committee shall meet four (4) times a year, as part of the Officer's meeting. Additional meetings may be scheduled on a needs basis to enable the Committee to discharge its duties.

Meeting Procedures

For the purpose of this Committee, "meeting" shall include a meeting conducted face-to-face, by telephone (teleconference) or by audio visual means. The WNF Policies and Procedures document will guide the activities of this Committee.

External stakeholders of the WNF may request the opportunity to address the Membership Committee at any time and this request will be considered and approved by the Chair. The minutes of the meeting will be recorded and shared with the members within a week of the meeting.

Review and Reference

Terms of Reference and the functioning of the Membership Committee will be subject to review at least every two years by the Board to ensure that it is operating effectively, fulfilling its functions and reviewed for continuing relevance. Each year the Membership Committee will undertake a self-evaluation of performance. Areas requiring further attention in the following year will be highlighted to the Board.