



S/P/N \_\_\_\_\_ Chapter Name \_\_\_\_\_ Region \_\_\_\_\_

### Chapter Needs Assessment / EVEN Numbered Year

Indicate current year 2016, 2018, 2020, etc.

**To be completed by:**  
**Chapter membership chairman & chapter president**  
 Input from chapter members may be helpful  
*Note: Information may flow to the next page if needed.*  
**The CHAPTER MEMBERSHIP CHAIRMAN** is to return the completed form on line, by mail or email:  
 To S/P/N membership consultant  
**AND** to the regional membership consultant  
**On or before Oct. 1** (postmark deadline) *required to receive a pearl for the Seven Pearl Award*

**Current number of members:**

1. **Active** \_\_\_\_\_
  - Engaged in education \* \_\_\_\_\_
  - Not engaged in education \_\_\_\_\_
2. **Active on Leave** \_\_\_\_\_
3. **Limited** \_\_\_\_\_
4. **Honorary** \_\_\_\_\_

*\* Note: Retired educators may continue to be active in education. Examples of actively engaged include regularly subbing or volunteering in schools, supervising student teachers, teaching evening classes, GED classes, college classes, etc.*

1. **Chapter Balance:** Total number of members in your chapter: \_\_\_\_\_
  - a. Retired members \_\_\_\_\_ Senior High teachers \_\_\_\_\_ Non-traditional roles \_\_\_\_\_
  - b. Elementary teachers \_\_\_\_\_ e. Administrators \_\_\_\_\_ please identify: \_\_\_\_\_
  - c. Middle/Jr. High teachers \_\_\_\_\_ f. College personnel \_\_\_\_\_ h. Other : \_\_\_\_\_
  - g. \_\_\_\_\_

2. For the past five meetings, what was the average member meeting attendance? \_\_\_\_\_ %
  3. When did your chapter last initiate a new member? \_\_\_\_\_ How many? \_\_\_\_\_
  4. In the last biennium, how many members left the chapter (transfer, resign, drop by HQ, Omega, etc.)? \_\_\_\_\_  
List reason(s) for leaving, if known:
  5. Does your chapter currently have a full slate of officers? Yes \_\_\_\_\_ No \_\_\_\_\_  
If no, which offices have not been filled and how do you plan to meet the responsibilities of those offices?
  6. How does your chapter identify or locate new or prospective members? Please explain:
  7. a. Are chapter meeting times and locations satisfactory to members \_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ How do you know this?
  - b. Do you use the Member Needs Assessment Form found in the Membership Development Manual to survey your members' needs and interests? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, how do you use it?  
If no, how do you determine the needs of your chapter members?
  8. Check the types of programs you've had in the last year: \_\_ Professional Development \_\_\_\_\_ Personal Development \_\_\_\_\_  
\_\_\_\_ World Understanding \_\_\_\_\_ Altruism \_\_\_\_\_ Educational Excellence \_\_\_\_\_  
Do members have time for fellowship at each meeting? Yes \_\_\_\_\_ No \_\_\_\_\_  
Do you have Fraternity Education at each meeting? Yes \_\_\_\_\_ No \_\_\_\_\_  
During which type of programs do members seem most engaged?
  9. a. Identify strengths of your chapter:
  - b. Identify challenges your chapter is encountering:
- Note: please be specific and include as many details as possible for both items.*
10. a. **In the next two years, what do you hope your chapter will achieve in terms of membership goals?**
  - b. How will this be accomplished?

Submitted by:  
 Name \_\_\_\_\_  
 Office \_\_\_\_\_

Email \_\_\_\_\_  
 Telephone \_\_\_\_\_

