



## IAUG Affiliation Process

By and large, the benefits of being an affiliated organization with the IAUG add tremendous value to the local member experience and the IAUG at large. Being part of the IAUG gives you and your local members direct voices to Avaya, ensuring your needs are met and contributing to the evolution of the industry. Being part of a larger network of groups and members enables members to proactively share best practices, tips, tricks and knowledge and impact each other professionally and personally.

### High-Level Benefits of Affiliating with the IAUG

- 1) Increased access to engaged member community
- 2) Enhanced services for member communication, web services, email list, online event capabilities, etc
- 3) Secure Avaya support and resources for local meetings
- 4) IAUG HQ support for administration and eliminated need for local administrative oversight
- 5) More influential voice to Avaya
- 6) Expedited development of member programs

### Expectations:

- 1) Affiliated chapters would be expected to actively promote IAUG membership programs through their meetings, and IAUG HQ would make available presentations and collateral for doing so.
- 2) Chapter leadership would be expected to share attendee lists to IAUG HQ post meeting
- 3) Chapter leadership is expected requested to keep IAUG HQ informed of meetings for promotion to all members and on IAUG website
- 4) All efforts should be made to host local meetings at local Avaya, partner or customer offices to offset costs associated with location
- 5) IAUG affiliated chapters would not charge dues locally
- 6) Affiliate chapter liaisons are requested to participate on all IAUG Chapter leadership calls and meetings or send a representative.

### Process for Affiliating with the IAUG

Once you have decided whether or not you are going to join with another local group in your area (or if you are the only group in your area), the next step is to kick off the affiliation process.

- 1) **Participate on an Affiliation Call with IAUG Chapter Liaison** – talk through the services and support available through IAUG and the Website that can be leveraged by your group
- 2) **Sign Affiliation Agreement** – make it official!
- 3) **Provide member list to IAUG (as necessary)** – ensure your members receive regular IAUG communications and updates
- 4) **Design Webpage on IAUG.org** – start promoting your organization to members and prospects
- 5) **Plan launch meeting** – work with IAUG, Avaya and local partners to plan your first meeting as an affiliated IAUG Chapter.