



Thank you for participating in this benchmarking effort to determine how the products and services offered at your association compare with other CHEMA associations.

Please complete the survey as fully and accurately as possible.

At the bottom of each page, click "**Next**" to continue with the survey.

Saving Your Responses

If you wish to "**Save**" the survey and return to it at another time, you can set a Favorite or Bookmark for the survey, and then click the "Save" button at the bottom of the screen. If cookies are enabled, when you return to the survey you will be taken to the place you left off.

When your survey is complete, be sure to click "Finish" at the bottom of the page to submit your responses. Please note that once you have submitted your responses you will no longer be able to login to the survey.

Please submit your survey by Friday, April 25th.



Demographic Information:

Please indicate the primary membership type at your association.

Primarily organizational/institutional

Primarily individual

Combination

Size of membership:	
Number of institutions	
Number of individuals	
Number of corporate members (if your association categorizes them separately - e.g. as associate or non-voting members)	

Please indicate the number of full-time equivalent staff at your association.
(Do not include temporary or seasonal employees)

Less than 5

5-15

15-30

Greater than 30

Please indicate the location where your association is based.

Based in Washington, DC

Based outside of Washington, DC

Please indicate your association's annual operating budget.

Less than \$2 million

\$2-5 million

\$5-10 million

Greater than 10 million





Section 1: Hardcopy Membership Directories

Does your association publish a hardcopy membership directory?

Yes

No

Who is eligible for inclusion in your association's hardcopy membership directory?
(Check all that apply)

Institutional members

Individual members

Corporate/commercial members

Nonmembers

Other members

How often is your association's hardcopy membership directory published?

Semi-annually

Annually

Other



Section 1 (continued): Hardcopy Membership Directories

Does your association charge a fee to institutional/individual members for a hardcopy membership directory?

Yes

No, it is included in the cost of membership

How much does your association charge institutional/individual members for a hardcopy membership directory?

\$

Is the hardcopy membership directory made available (either for purchase or as part of their membership) to corporate/commercial members?

Yes

No

Does your association charge a fee to corporate/commercial members for a hardcopy membership directory?

Yes

No, it is included in the cost of membership

How much does your association charge corporate/commercial members for a hardcopy membership directory?

\$

Is the hardcopy membership directory sold to nonmembers?

Yes

No

How much does your association charge nonmembers for a hardcopy membership directory?

\$





Section 2: Electronic/Online Membership Directories

Does your association provide an online or electronic membership directory?

Yes

No

How is your association's online or electronic membership directory provided?
(Check all that apply)

On CD

Published on the web as a pdf document

Published on the web as an interactive/linked document, product, or tool

How often is your association's online membership directory updated?

Immediately/real time

Daily

Weekly

Monthly

Quarterly

Semi-annually

Annually

Other



Section 2 (continued): Electronic/Online Membership Directories

Does your association charge a fee to institutional/individual members for the online membership directory?

Yes

No, it is included in the cost of membership

How much does your association charge institutional/individual members for the online membership directory?

\$

Is the online membership directory made available (either for purchase or as part of their membership) to corporate/commercial members?

Yes

No

Does your association charge a fee to corporate/commercial members for the online membership directory?

Yes

No, it is included in the cost of membership

How much does your association charge corporate/commercial members for the online membership directory?

\$

Is the online membership directory sold to nonmembers?

Yes

No

How much does your association charge nonmembers for the online membership directory?

\$





Section 3: Magazines

Does your association publish a magazine?

Yes

No

How many issues of the magazine are published annually?

Does your association charge a fee to members for the magazine?

Yes

No, it is included in the cost of membership

How much does your association charge members for a one-year magazine subscription?

\$

Is the magazine made available to nonmembers?

Yes

No

How much does your association charge nonmembers for a one-year magazine subscription?

\$





Section 3 (continued): Magazines

Please indicate which statement best describes the net revenue to the association from magazine sales.

Magazine operates at a gain

Magazine operates at a loss

Magazine operates at breakeven

Please indicate the net revenue gain to the association from magazine sales.

\$

Please indicate the net revenue loss to the association from magazine sales. Do not include a negative "-" sign or parenthesis "(").

\$

Does your association outsource any magazine production or functions?

Fully outsources the magazine

Partially outsources the magazine

Does not outsource any part of the magazine

Please indicate which functions of the magazine are outsourced.
(Check all that apply)

Publication (printing)

Distribution (mailing)

Graphic design

Photos/illustrations/art

Advertising sales

Copy editing

Circulation

Editorial content (freelancers)





Section 4: Journals

Does your association publish a journal?

Yes

No

How many issues of the journal are published annually?

Who is eligible to receive your association's journal?

(Check all that apply)

Institutional members

Individual members

Corporate/commercial members

Nonmembers

Other members

Does your association charge a fee to institutional/individual members for the journal?

Yes

No, it is included in the cost of membership

Does your association charge a fee to corporate/commercial members for the journal?

Yes

No, it is included in the cost of membership

Does your association charge a fee to nonmembers for the journal?

Yes

No





Section 4 (continued): Journals

Please indicate which of the statements below best describes how articles for your association's journal are solicited.
(Check all that apply)

General "call for articles" to members

General "call for articles" to nonmembers

Recruit other professionals/experts

Other

Who holds the ultimate editorial responsibility for the journal at your association?

Individual editor

Team of editors

Committee of members

Staff (paid) editor and volunteers

Board of directors

Outsourced

Does your association compensate the editors of its journal?

Yes

No

Does your association permit advertising/sponsorship/underwriting for its journal?

Yes

No

What percentage of the total cost of your association's journal is offset by advertising/sponsorship/underwriting?

%





Section 5: Salary Studies

Does your association conduct a salary survey of your members?

Yes

No

How often does your association conduct a salary survey?

Annually

Biennially

Other

How does your association make the results of the salary survey available to its members?
(Check all that apply)

CDs

Published on the web

Hardcopy by mail

Published (magazine, journal, etc.)

Presented at annual conference

Other



Section 5 (continued): Salary Studies

Does your association charge a fee to institutional/individual members for the results of the salary study?

Yes

No, it is included in the cost of membership

How much does your association charge institutional/individual members for the results of the salary study?

\$

Does your association charge a fee to corporate/commercial members for the results of the salary study?

Yes

No, it is included in the cost of membership

How much does your association charge corporate/commercial members for the results of the salary study?

\$

Are the results of your association's salary study available to nonmembers?

Yes

No

How much does your association charge nonmembers for the results of the salary study?

\$





Section 6: Career Placement Services

Does your association offer career placement services?

Yes

No

Please indicate how often your association updates or delivers job listings using each method below. If your association doesn't offer a particular delivery method, click the "Unavailable" button.

	Immediately/ real time	Daily	Weekly	Monthly	Annually	No set schedule	Unavailable
Electronically via the web							
Electronically via email							
Electronically via listserv							
Published (newsletter, journal, magazine)							
Conference or convention							

How is the technology administered for your web-based career placement services?

Internally, through interactive/linked listings

Internally, through static listings

Outsourced to a third-party provider

Do not offer web-based career placement services





Section 6 (continued): Career Placement Services

Does your association charge a fee for job candidate members to access your career placement services?

Yes

No

How much does your association charge for job candidate members to access your career placement services?

\$

Does your association charge a fee for prospective employer members to access your career placement services?

Yes

No

How much does your association charge for prospective employer members to access your career placement services?

\$

Does your association allow for prospective employer nonmembers to access your career placement services?

Yes

No

Does your association charge a fee for prospective employer nonmembers to access your career placement services?

Yes

No

How much does your association charge for prospective employer nonmembers to access your career placement services?

\$





Section 7: Career Expositions/Fairs

Does your association offer career expositions/fairs?

Yes

No

Are nonmembers eligible to attend?

Yes, open to nonmembers at the same fee as members

Yes, open to nonmembers at a higher fee

No, not open to nonmembers

How is revenue generated from the career expositions/fairs offered by your association?
(Check all that apply)

Prospective employer registration fee

Job candidate registration fee

Vendor corporate sponsorship

Fees for interview rooms and/or presentation rooms

Fees for exhibit booths

Underwriting by association

Other

What percentage of exposition/fair costs are underwritten by your association?

%





Section 8: Products and Services

Please indicate which of the following products and services are offered by your association.
(Check all that apply)

Workshops & conferences/professional development:

Annual conference

Specialty training/workshops

Distance learning/online education

CEUs or comparable training units

Certification programs

Tradeshow/exposition

Communication:

Website

Website section/portal accessible only by members

Listservs

Electronic newsletter

Hardcopy newsletter

Services:

Affinity marketing programs

Peer review groups/consulting programs

Internship/mentoring programs

General membership benefits:

Voting authority

Research grants

Publications

Research reports/services

Eligibility for leadership positions

Awards program





Please provide the following information for the primary survey contact at your association.

	Contact information:
Name:	
Title:	
Phone:	
Email:	

Thank you for providing us with feedback on the products and services offered at your association.

Please click "**Finish**" to submit your responses.