



ADVOCACY COMMITTEE JOB DESCRIPTION

Charge/Purpose

The Advocacy Committee is responsible for supporting the mission, vision, purpose and strategic plan of the Alliance for Continuing Education in the Health Professions (Alliance). The Advocacy Committee is responsible for collaborating with committees, sections, special interest groups, and membership, Board and staff liaisons on key strategies, challenges, and needs of Alliance for Continuing Education in the Health Professions (Alliance) members. The Advocacy Committee monitors and discusses key public policy issues at the state and federal level that affect professional continuing healthcare educators.

Composition

The Advocacy Committee reports to the Alliance Board of Directors. The committee is comprised of one committee chair, one vice chair, and 3-5 committee members. Each committee member can serve up to two, three-year terms. The President of the Board of Directors, per bylaws, shall appoint the chair. The chair will serve a three-year term with possible reappointment by the President not to exceed two consecutive terms.

Qualifications

- Must be a member in good standing
- Desire to advance the mission of the Alliance
- Must be organized and detail oriented to complete assignments
- Must maintain a working e-mail address in the membership database
- Must be able to respond to queries promptly
- Ability to make the necessary time commitment
- A collaborative team player

Time Commitment/Expectations

- Approximately 3 hours per month.
- Review all materials/agenda prior to each committee meeting
- Be an ambassador and support membership engagement and networking
- Attend and contribute to monthly committee conference calls
- Attend committee meeting at the Annual Conference
- Volunteer at the Alliance membership booth at Alliance events

Scope of Authority and Lines of Accountability/Decision Tree

Make Decisions:

- Advocacy website content
- Collaborate with staff liaison in order to provide recommendations on membership outreach as it relates to advocacy education
- Develop and implement actions as assigned in the strategic plan in order to achieve objectives and goals

- Identify and provide resources to support members and the profession

Makes Recommendations:

- To the Board of Directors on advocacy related communications to the membership
- Identify strategic partnerships
- Resources that would benefit the membership
- On educational collaterals (programs/resources) developed in collaboration with the Education Committee on relevant topics in order to add value to the membership
 - How members can advocate on their own behalf and for the profession

Provides Input:

- On current and upcoming issues
- Strategic collaborations with external individuals/organizations

Monitors:

- Public policy as it relates to the profession and professional
- Monitor the health professionals landscape