



Branch Public Policy Chair Position Description

The public policy chair advocates for AAUW's public policy priorities to policy makers. She represents AAUW's public policy priorities to elected and appointed officials, AAUW members, the public, and the media. She also leads AAUW voter education and turnout campaigns for her branch. The following are suggested responsibilities and duties.

Responsibilities

- Advocate for AAUW's position on federal legislation to U.S. representative(s) for the branch's district(s) through letters and meetings.
- Ensure that public policy priorities and voter education campaigns are included in your branch's annual plan.
- Work with other branch officers and committees to integrate public policy with other branch priorities.
- Join community coalitions to work on AAUW public policy priorities.
- Ensure that the branch budget reflects public policy and voter education priorities.
- Contribute to the branch newsletter to keep members updated on advocacy efforts.

Responsibilities to Your Branch

As branch public policy chair, you may be a member of the branch board of directors and other committees as assigned. If this is not already the case in your branch, speak with the branch president to create the board position. Attendance at state conventions and at AAUW national conventions is strongly encouraged.

Responsibilities to Your State

Maintain regular contact with your state public policy chair and report on efforts. Share successful advocacy strategies with your state public policy chair and other branches.

Leadership Skills Helpful to the Position

A good candidate will be skilled at program planning and development, team building, coalition building, communications and public speaking, and media relations.

Time Commitments

Along with the time necessary to accomplish the above responsibilities, this position requires time to serve on the branch board of directors and other committees as assigned. Attendance at state conventions and the [AAUW National Convention](#) is encouraged.