



State Public Policy Chair Position Description

The state public policy chair advocates for and represents AAUW's public policy priorities to policy makers, elected and appointed officials, AAUW members, the public, and the media and coordinates AAUW voter education and turnout campaign among branches in the state.

Responsibilities to Your State

- Advocate for AAUW's position on federal legislation to your state's U.S. senators through letters and meetings.
- Identify individuals, branch public policy chairs or otherwise, in each congressional district in the state to advocate for AAUW positions on federal legislation to U.S. representatives through letters and meetings.
- Work with the state board of directors to integrate advocacy and the voter education and turnout campaign with the strategic plan and other state priorities including membership, diversity, programs, leadership, and visibility.
- Spearhead and join statewide coalitions to work on AAUW public policy priorities.
- Develop and oversee the public policy and voter education campaign budgets for the state.
- Contribute to the state newsletter to keep members updated on efforts.
- Coordinate efforts with the AAUW Public Policy Government Relations Department grassroots advocacy staff.

Responsibilities to Your State

As state public policy chair, you may be a member of the AAUW state board of directors, and you should make a point to attend state board meetings. If this is not already the case, please speak with you AAUW state president about creating the board position. You may also be required to serve on other committees as assigned.

Responsibilities to Branches in Your State

In addition to providing branch public policy chairs with position descriptions, state public policy chairs are responsible for making sure that branch chairs are familiar with all of AAUW's resources for advocates. Encourage, support, and train branches in building local coalitions and promoting AAUW's public policy agenda and voter education efforts. Maintain regular contact with branch public policy chairs.

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Responsibilities to AAUW

Keep AAUW updated on branch and state public policy and voter education activities. Find and take positions on state and local issues – AAUW state boards should take positions and advocate on state legislation and regulations in accordance with the AAUW Public Policy Program.

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 state board of directors and other committees as assigned. Attendance at state board meetings and conventions is required. Attendance at the AAUW National Convention is strongly encouraged.