



POSITION DESCRIPTION

Legislative Committee Chair

1.0 INTRODUCTION

The purpose of this position description is to establish and define the functional role, requirements, reporting relationships, and authority of the APTA Idaho Legislative Committee Chair (LCC).

2.0 FUNCTIONAL ROLE

- 2.1** The APTA Idaho Board of Directors identified the need for a greater voice legislatively, on the state and federal level. The board also recognized the need for grassroots and member involvement in the state and federal government affairs process. To accomplish this objective, the APTA Idaho Board of Directors developed a Legislative Committee Chair position to lead these efforts.
- 2.2** The LCC is the coordinator of the APTA Idaho involvement with the Idaho government affairs agenda.
- 2.3** The LCC will recruit members to join the committee and provide direction for committee members in carrying out the Chapter's and the Association's government affairs agenda.
- 2.4** The LCC will provide direction for the lobbyist in carrying out the Chapter's government affairs agenda.
- 2.5** The LCC will lead efforts to solicit member input on the Chapter's legislative agenda and will collaborate and assist with selecting and contacting members needed to testify at legislative or other regulatory hearings.
- 2.6** The LCC will participate in board and Chapter activities as requested.
- 2.7** Term: The APTA Idaho President appoints one individual to serve as the Legislative Committee Chair for a two--year term.

3.0 REQUIREMENTS

3.1 Membership: APTA Idaho Chapter member in good standing is required. May be a PT, PTA, Retired or Life Member.

3.2 Experience: Attendance at one or more APTA Idaho legislative events or in legislative activities.

3.3 Skills, Knowledge, and Abilities: Skill and knowledge to identify and prioritize legislative issues and the ability to communicate effectively with the APTA Idaho Legislative Committee, APTA Government Affairs staff and State and Federal legislators. Working knowledge and easy access to the internet and email is essential.
Requires organizational skills and discernment in handling and protecting APTA legislative information. Must have excellent interpersonal skills.

4. REPORTING RELATIONSHIP

4.1 The LCC reports to the President and the Board of Directors

5. AUTHORITY

5.1 The LCC has the authority to contact APTA staff, the lobbyist and members directly to carry out the Chapter's government affairs agenda.