

AAUW COLORADO SPRINGS BRANCH – VOLUNTEER LEADER POSITION DESCRIPTION

Position: Public Policy Committee Member

Reports To: Public Policy Director and the Board of Directors

Volunteer Status: Appointed

Committee Voting Rights: Yes

Signature Authority: No

Date of Branch Board Approval of Volunteer Position Description: August 2020 – Updated 2021

Position Overview:

Serve on the Branch Public Policy Committee and attend all meetings. Assist with the planning and organizing of the Branch Public Policy annual program.

Responsibilities and Duties of Branch Position:

- Assist with planning and executing one Branch event pertaining to public policy topics related to AAUW's mission.
- Assist with working with community coalitions on voter education efforts.
- Assist with working with community partnerships and collaborations to address local AAUW mission-related issues.
- Assist with developing community collaborations to address local AAUW mission-related issues.

Responsibilities to AAUW, AAUW National and AAUW State:

- Adhere to AAUW National, State and Branch bylaws, policies and procedures.

Leadership Skills/Qualifications Helpful to the Position:

- College Degree in accordance with AAUW Bylaws
- Personal Characteristics: Trustworthy, Transparent, Honor all ideas.

Time Commitments:

- Approximate time required is 2 hours per month.
- Committee member will spend significantly more hours preparing for the annual Branch Public Policy Program