



Position Description



Position title	<i>Health Policy & Advocacy Director, AMHP Chapter</i>
Reports to	<i>President, AMHP Chapter</i>

Position Summary

The Health Policy & Advocacy Chapter Director is a volunteer position, where an individual will be responsible for public outreach to heighten visibility and awareness regarding AMHP's initiatives and programs. The successful candidate will help forge new relationships to build AMHP's visibility and impact and spearhead development and relations' efforts as AMHP continues to grow. The Health Policy and Advocacy Chapter Director will also have the opportunity to engage with various organizations and institutions.

Duties and Responsibilities

The Health Policy & Advocacy Chapter Director will perform duties, such as, but not limited to (including any other duties and responsibilities outlined in AMHP's bylaws):

- Collaborate with the Board of Directors and staff to develop communication strategies that will broaden programmatic reach and deepen impact.
- Engage in public outreach to heighten AMHP's visibility and awareness regarding its mission, value and accomplishments.
- Establish and cultivate ongoing relationships and identify significant organizations, individuals, and media that can be leveraged to support AMHP.
- Communicate with AMHP National Board and Staff on ideas and implementation of health policy and advocacy programming initiatives.
- Develop and refine AMHP Chapter's "core" messages to ensure organizational consistency, which must not conflict with AMHP National mission and vision, nor its policy and advocacy platform.
- Oversee organizational response to inquiries about AMHP and its health policy/advocacy work.
- Serve as a speaker and/or spokesperson for the organization with government officials and media outlets.
- Assist in fundraising efforts for AMHP National and Chapter.

Time Commitment

- This position will require approximately 4-6 hours per month.
- Attend all Board meetings on a monthly basis, or as required. Board members are expected to attend at least 75% of all regularly scheduled meetings.

Additional Expectations

While upholding the highest standards of fiscal oversight, resource development, and governance, AMHP Chapter board members are also expected to consistently deepen their knowledge and understanding about AMHP's work and act with the utmost integrity. Additional expectations include:

- Have the most up-to-date knowledge and understanding of AMHP's mission, goals, and activities.
- Maintain the confidentiality of all board deliberations.
- Accept board decisions, and speak outside of the board with one voice after a decision has been made.
- Be willing to use individual expertise as needed for specific research, communications, outreach, and development or operations gaps.
- Act on behalf of the chapter and its interests, putting aside personal concerns, affiliations, or constituencies.
- Speak on behalf of the chapter only when authorized to do so.
- Be aware of AMHP's conflict of interest policy and abide by it.