

JOB DESCRIPTION

AOTPAC AMBASSADOR

Position Summary: To assist in efforts to increase the presence of AOTPAC, advocate for political action, and facilitate AOTPAC fundraising at the state level. The AOTPAC Ambassador has no governing function within the organization.

Term: 2- year term (ongoing as desired)

Requirements:

- Must be an AOTA member in good standing
- Must be an AOTPAC member in good standing (contributes funds to AOTPAC each calendar year.) Recommended minimum donation of \$100 per calendar year (can be paid quarterly).

Duties and Responsibilities:

1. Assist in and/or conduct fundraising at state level with direction from the AOTPAC Region Board Director.
2. Attend AOTPAC Board Conference calls scheduled for February, May, August, and November.

Choose a minimum of 2 activities per year (include at least one from #s 1-5):

1. Work directly with the AOTPAC Region Board Director to establish a relationship with the state occupational therapy association leadership.
2. Assist in efforts at the state level to gain and/or increase AOTA members' financial support of AOTPAC.
3. Co-present with AOTPAC Board Director at events such as virtual or face-to-face state conference, teleconference, or to occupational therapy educational programs.
4. Participate in at least one state occupational therapy conference or event to provide visibility, fundraising, and information about AOTPAC under the direction of the AOTPAC Region Board Director. This may be done in person, through conference call, or through video conferencing technology.
5. At AOTA Annual Conference, attend the face-to-face Ambassador meeting and volunteer to work at the AOTPAC booth for at least 2-4 hours during conference.
6. Attend federal candidate event(s) on behalf of AOTPAC, when and if available.
7. Share information with the U.S. Representative(s) and Senator(s) within own state regarding AOTA legislative issues that impact the profession of occupational therapy.
8. Promote grassroots advocacy on federal issues to OTs, OTAs, and students in own state.
9. At AOTA's Annual Hill Day, in addition to attending your own congressional meetings, participate in the Mentor/Mentee program as a Mentor.

Approved AOTPAC Board of Directors 05-19-2020

Amended 7-21-2020