



## **AAUW NEW MEXICO PUBLIC POLICY CHAIR**

**Status:** Serves as chair of the Public Policy Lobby Corps, member of the Leadership Team. Elected in odd-numbered years for a two-year term with a limit of three consecutive terms.

**Qualifications:** Prior experience with AAUW public policy issues at the branch or state level.

**Vacancy:** Appointed by the Leadership Team upon recommendation of the President

**Composition of the Lobby Corps:** Public Policy Chair, Program/Issues Chair, Academic Chair, Media Relations Chair, all New Mexico AAUW lobbyists and others as deemed necessary.

### **DUTIES AND RESPONSIBILITIES:**

The Public Policy Coordinator shall:

- Form the Public Policy Lobby Corps in consultation with the state President (or Co-Presidents) and branch executive officers.
- Monitor and encourage activism on AAUW federal and state legislative priorities.
- Encourage, support, and provide training to branches in building coalitions and promoting AAUW's public policy agenda. Maintain regular contact with branch Public Policy chairs.
- Form and/or join statewide coalitions to work on AAUW public policy priorities for both state and national issues.
- Request the branches, in the fall of the odd-numbered years, to suggest changes or additions to the Public Policy Chair for consideration of inclusion or change in the coming year's public policy program.
- Register as a lobbyist to the New Mexico Legislature for New Mexico AAUW, securing the proper forms from the Secretary of State. This responsibility may be extended to include Lobby Corps members and other members who have been advised of accepted procedures and AAUW positions.
- Attend the legislative session and appropriate working committees' meetings when possible throughout the year. The Public Policy Chair is authorized to testify on bills pertaining to items on the public policy list. This responsibility may be delegated to a Lobby Corps member or any other interested AAUW member who has been adequately advised on accepted procedures and on AAUW's position.
- Inform the President and Board of Directors at the quarterly Leadership Team Meetings and in the Road Runner of testimony and statements made on behalf of AAUW and prepare a report for the convention booklet.

### **Co-ordinate, support and inform AAUW National by:**

- Keeping AAUW national updated on branch and state public policy and Voter Education Campaign activities in the state. [NB: Branches need to advise the Public Policy Chair of the name, date, branch (or branches), and results of the program].
- Taking positions and advocating on state legislation, regulations and issues in accordance with the AAUW Public Policies. [N.B. Branches should advise members to mention AAUW only when agreeing with AAUW policy and priorities].

- Plan with the successor for a smooth transition of responsibilities. Prepare materials and pass on permanent files before July 1 or the conclusion of term of office.

**The Public Policy Lobby Corps (in cooperation with the public policy chair) shall:**

- Help prepare in even-numbered years a public policy program, taking into consideration priorities submitted by the branches. In odd-numbered years, the program may consist entirely of amendments to the previous program. Submit each year's program to the Board of Directors for review prior to approval by the membership at the state convention.
- Organize an AAUW legislative day program in Santa Fe during the New Mexico legislative session. Brief members on AAUW positions and encourage members to visit with their legislators to promote AAUW public policy. This event may be held by a coalition of organizations.
- Recruit members and advise them on accepted procedures to follow specific bills and issues covered by the public policy program; and to report the results to the public policy chair and to the membership in appropriate media format.
- Establish a communications network statewide to be used in connection with calls for action from the National AAUW, State Public Policy Chair, and the Lobby Corps.