American Academy of Pediatrics, California Chapter 1

Volunteer Role Description and Responsibilities

Area Director

Overview: The Area Director is a volunteer leadership role responsible for representing and addressing the unique needs of their designated region. With 11 regional positions, each Area Director plays a crucial role in member engagement, advocacy, and communication between their local community and the Board of Directors.

Term: 2 years, may be re-elected for an unlimited number of terms

Time Commitment: 2-4 hours a month - Quarterly meetings with the AAPCA1 board

Perks and Benefits

- **Leadership Development:** Enhance your leadership skills by shaping policies, initiatives, and programs that impact children's health in California.
- **Exclusive Networking Opportunities:** Connect with pediatric leaders, policymakers, and community advocates at both state and national levels.
- **Influence Chapter Priorities:** Play a key role in setting the strategic direction and advocacy efforts of AAPCA1.
- **Collaboration with AAP National:** Engage with AAP National leadership and initiatives, contributing to pediatric advocacy on a broader scale.
- **Discounts for Chapter meetings.**

Role Responsibilities

As Area Director:

- Serve as a voting Board Member
- Assess and address regional needs, including advocacy opportunities and local initiatives.
- Plan and lead engagement activities in the local region to foster a sense of community
- Serve as the primary liaison between their region and the Board, ensuring two-way communication.
- Routinely engage and communicate with members:
    - Via email

- Host local town galls, get-togethers, or in-person events
    - Use personalized email listserv for the region
    - Communicate through Slack, Facebook Groups, GroupMe, or WhatsApp
- Reports on regional activities and needs to Board of Directors
- Write a newsletter article once a year
- Consider partaking in committees/task Forces
- May be utilized as local representative to the media requests
- Promote membership, recruitment, and retention campaigns
- Ambassadors to non-members by promoting the organization's goals
- May be utilized to respond to health issues regarding minors and young adults by coordinating national and local resources

As Board Member:

- Ambassadors to non-members by promoting the organization's goals
- Respond to child health issues by coordinating national and local resources
- Expected to attend all regularly-scheduled board meetings (must attend at least 50% of meetings in a 12 month span)
- Write for the Pediatric Insider News at least once a year
- Encouraged to attend chapter-wide events, including CME conferences

Qualifications

- Must be a paid member of AAPCA1.
- Must reside or work in the region that they are applying for.
- Should have leadership and communication skills.
- Should have a strong commitment to child health advocacy.
- Must be able to commit their time and presence.

Appointment Process

For applications at the beginning of terms (usually even years):

1. Please submit your application here.
2. The Executive Committee will review all applications and select the top two candidates by April 15. The selected candidates will be notified.
3. The top two will be placed on the ballot from May 1-15. Both candidates will be notified of the election results.

4. The elected candidate will begin their term on June 1.

For applications in the middle of current terms:

If an election occurs mid-cycle, the newly elected Area Director will serve the remainder of the current term. They may choose to run for a full term in the next regular election cycle, which typically takes place in May of every even-numbered year.

1. Please submit your application here.
2. The Executive Committee will review all applications and select the top two candidates.
3. The top two will be placed to vote with the Board of Directors. Both candidates will be notified of the election results.
4. The elected candidate will begin their term immediately.

Submit your application here by March 31: https://www.surveymonkey.com/r/J68D6G2

If you have any questions, please contact us at info@aapca1.org.