**Government Affairs Chair**

**Purpose:** The chapter government affairs chair serves as liaison between chapter members and ASSP’s national government affairs efforts.

**Key Responsibilities:**

* Inform chapter members on ASSP’s efforts at the national level
* Lead the chapter’s involvement in state government affairs, working in partnership with ASSP staff and other ASSP chapters to ensure that the voices of ASSP members are included in deliberations
* Provide updates to chapter members on federal, state and local OSH-related legislation
* Attend chapter general membership and Executive Committee meetings as needed/requested

**Support:**

* Transition meeting with outgoing chapter government affairs chair
* Additional support available from chapter president and [ASSP Chapter Services](mailto:chapterservices@assp.org)

**Benefits:**

* Opportunity to develop leadership and strategic planning skills
* Earn certification maintenance points

**Time Commitment:**

* Term of office: Preferably 1 year, July 1 - June 30
* Average hours per month: Up to 4 hours

**Qualifications:**

* Must be an ASSP member in good standing
* Have or be willing to develop an understanding of OSH federal, state and local legislation and the legislative process
* Have or be willing to develop an understanding of chapter and ASSP structure and strategic direction
* Able to work effectively in a team setting and communicate with diverse audiences

**Specific Duties:**

* Complete officer training in Community Leader Resources:

1. Society overview
2. Government Affairs Chair
3. ASSP Code of Professional Conduct

* Coordinate with chapter program chair and chapter communications chair regarding information to be shared with members
* [additional chapter-specific duties]