Position Description: National Chair of the Grassroots Organizing Team

Roles, Responsibilities, and Objectives

National committee and team chairs' roles encompass 3 key domains:

1. Voting members of the Executive Board of the Action Committees & Teams
    - Chairs employ and develop skills in long-term planning, resource allocation, framing and messaging.
    - Chairs set the agenda for the mission-driven work of the Association through development of an annual work plan and revision of a strategic 3-year plan designed to provide continuous work on critical issues to the Association within our capacity to do so.
    - Chairs are engaged in improving AMSA's practices and structure with regard to the programming arm.

2. Investment in coordinators and projects
    - Chairs actively advise and support their coordinators, facilitate meetings, and mediate conflict. Chairs foster professional and personal growth in their coordinators through advising, giving periodic and effective feedback, and recognizing and developing strengths in these leaders.
    - Chairs advise in the design needs assessments and performance metrics, preparation of key documents, and the design of deliverable goals and teach these skills to their coordinators for effective project planning and execution.

3. Content expertise
    - Chairs lend their knowledge around the area of content their committee or team covers. They further develop this expertise during their tenure through research and careful planning of AMSA's comprehensive work plan around these specific issues.
    - The Grassroots Organizing Chair specifically would benefit from having experience in organizing, coalition building, needs assessment, and social media.
    - Chairs employ and develop consulting skills as AMSA's point-persons for their respective issues.
    - Chairs participate in the annual review and revision of AMSA's Principles--statements of AMSA's beliefs about key issues relevant to AMSA's values and priorities.

Expectations & Accountability

1. The term of Action Committee or Team Chair is one year beginning on April 1 and ending March 31 of the following year, with a transition period from the close of National Convention in March through the beginning of the term in April.
2. This chair directly oversees and advises 2 national grassroots organizing coordinators, and indirectly oversees and advises non-elected, non-funded Regional Coordinators for each of the committees.
3. Committee and Team Chairs are accountable to her/his peers on the Executive Board of the Action Committees & Teams and to their coordinators. They are directly overseen and supported by the VP for Leadership Development and the VP for Program Development.
4. All leaders shall uphold the expectations and standards of conduct outlined in the National Leadership Handbook. Involvement in AMSA is a serious commitment, and should a leader be unable to fulfill the duties

as outlined in this position description and the National Leadership Handbook, s/he may be asked to resign or be dismissed from her/his position.

5. Deadlines will be provided with sufficient lead time for successful completion. It is expected that deadlines be met and extensions requested prior to lapse of a deadline in order to continue participating in AMSA.
6. Travel (transportation to and from the meeting), hotel, and food are provided at required meetings, with the exception of National Convention.
7. Leaders can expect sufficient training and support to complete all duties and tasks asked of them. AMSA is a collaborative environment, and ideas and feedback are always encouraged and considered.

Purpose of the Grassroots Organizing Team

The Grassroots Organizing Team works to nurture networks of student advocates around AMSA's strategic priorities by developing organizing skills in physicians-in-training, identifying and creating specific tools for organizers around health care issues, and providing organizing leadership opportunities at regional and local levels. The GO team also encourages physicians-in-training to organize in their communities, identifying important issues, crafting meaningful messages, and connecting to community and institutional partners.

Goals of the Grassroots Organizing Team

- To improve the connection between local and national activism and organizing in AMSA by increasing the number of chapters who participate in national programming and the amount of local input that is used to develop national programming.
- To provide physicians-in-training with local and national organizing training both through AMSA's grassroots network and through connections with other training organizations, as well as leadership opportunities in which to use and teach these skills.
- To collect/create and effectively distribute organizing tools and resources for physicians-in-training around AMSA's strategic priorities.
- Demonstrate the effectiveness of organizing as a tool for change by showing the increase in local-national connection (Goal 1) and also through more flexible documentation of achievements through organizing at local and national levels.

Strategies of the Grassroots Organizing Team

- Develop, execute, and evaluate the GO institute, piloting the institute in Spring 2010.
- Capitalize upon AMSA's new social media platform to create a collaborative online workspace for organizing and sharing of content and projects
- Create a database of local, regional, and national organizing resources and trainings, as well as potential partner organizations.
- Improve awareness of and access to educational and policy materials around AMSA's strategic priorities to facilitate organizing.

Role of the Grassroots Organizing Team Chair

As above, the Chair of the -Grassroots Organizing Team -is responsible for developing connections between AMSA local, regional and national leadership, and guiding AMSA's partnerships for organizing. The Chair also identifies existing and potential relationships with outside organizations that can strengthen AMSA's capacity to empower

physicians-in-training to organize in their communities. The Chair will be expected to continue to develop AMSA's organizing resources, including ensuring access to committee-specific education and policy materials for local chapters, identifying organizing trainings and other resources, and participating in the development AMSA online organizing tools.

Required Meetings for the 2014-2015 Leadership Year:

- **Monthly webinars of the Executive Board of the Action Committees and Teams (mandatory)**
- **Monthly Grassroots Organizing Team webinars (self-scheduled, mandatory)**
- **Transition Breakfast & Orientation, National Convention, New Orleans, LA, Sunday, March 9, 2014 (mandatory)**
- **Building on Foundations (All-Leadership Meeting), Sterling, VA, May 2-4, 2014 (mandatory)**
- CORE Leadership Forums (Chapter Officer Training), Locations TBA, Summer 2014 (optional)
- Fall Conferences, Locations TBA, Fall 2014 (optional)
- **National Convention, Washington, DC, March 2015 (mandatory)**