

Volunteer Position Description: ACT! Lead (Ambassador Constituent Team Lead)



TERM:

The term for an ACT! Lead is two years, renewable for one consecutive term by mutual agreement with staff partner.

TIME COMMITMENT:

This is a year-round position. The time commitment will vary from month-to-month depending on the status of state and federal legislative campaigns.

POSITION SUMMARY:

An ACT! Lead is a volunteer who has committed to serve as a leader for the ACT! Team in their congressional district. The ACT! Lead will work with staff and team members to implement state and federal campaigns.

RESPONSIBILITIES:

Working closely with your staff partner and state lead ambassador, ACT! Leads are responsible to:

- Serve as the key volunteer contact with their member of Congress and State elected officials.
- Serve as the principal contact for ACT! Team members by managing the activities of the ACT! Team.
- Recruit additional volunteers to participate in the team's activities and take on leadership roles as needed.
- Implement and participate in federal and state level legislative activities.
- Assist in planning and implementation of ACS CAN fundraising events.
- Attend community events to help with local ACS CAN membership recruitment.
- Participate in quarterly national ACT Lead calls and monthly state ACT Lead calls.
- Attend state and national lobby days.
- Attend annual state ACS CAN volunteer training.

QUALIFICATIONS/SKILLS:

- Committed to the fight against cancer through effective public policy change.
- Knowledge and understanding of the American Cancer Society Cancer Action Network.
- Willing and capable of communicating appropriately with elected officials, other ACS CAN volunteers, and the community.

SUPPORT PROVIDED:

- Training provided by ACS CAN staff

STAFF & VOLUNTEER PARTNERS:

- Grassroots Manager / Staff Partner
- State Government Relations Director
- State Lead Ambassador
- ACT! Leads and ACT! Team Members
- ACS CAN

