

## **Policy and Advocacy Committee**

### **Policy and Advocacy Leader (PAL):**

- Must be a member of the Academy and PHCNPG.
- Is appointed by the Chair
- Serves as a non-voting member of the Executive Committee (EC)

### **Term:**

Two years, appointed by chair, may be reappointed by mutual agreement, non-voting EC member

### **General PHCNPG duties**

- Participates in trainings, meetings, webinars, and teleconferences as provided by the Academy for DPG leadership.
- Attends EC meetings and conference calls.
- Performs other duties as specified in the job description or as designated by the EC

### **Position specific duties**

- Serves as the PHCNPG contact person with the Academy's Policy Initiatives and Advocacy Team (PIA). Is supported in this role by the Past Chair.
- Creates Public Policy Plan of Work
- Participates in Academy's Public Policy Workshop and reports events to members.
- Identifies and recruits PHCNPG members with expertise on relevant issues to serve as content experts for public policy initiatives as requested. May also be asked to identify professionals outside of the dietetics profession with expertise relevant to the public policy priority areas of the Academy. Recruits and appoints additional PHCNPG members, as needed, to conduct committee business.
- Communicates about public policy issues to the executive committee. Communicates PHCNPG public policy goals annually to PIA staff through the development of a public policy plan of work or other document that outlines the regulatory, legislative and other public policy goals.
- Communicates with members about public policy issues via newsletter, Web site, and discussion list.
- With support from the Past Chair, provides input and expertise on policy and legislative issues related to public health nutrition. Submits PHCNPG's recommendations for Academy public policy initiatives including regulatory comments, stance or position development and review, and legislation language development and review.

# Public Health/Community Nutrition Practice Group

## Job Descriptions



- Promotes and participates in Academy action alerts and engages PHCNPG members in grassroots advocacy efforts, as appropriate. Tailors communication to PNCNPG members as appropriate to demonstrate how the issue relates to the PHCNPG policy goals or practice areas. Responds to action alerts, as appropriate.
- Works with the treasurer and chair on determining the number of attendees from PHCNPG for the Academy's Public Policy Workshop by December 31st of each year. Prepares and submits a proposal (action report) for the executive committee's approval.
- Reviews and updates job description as needed and submits it to the EC for approval.
- Trains the incoming membership chair and transfers relevant files.

Original: 05/14

Revised/Approved: 05/03/19, 06/01/2021